

Kenora Forest

2013-2018 Independent Forest Audit

Management Unit Action Plan

Kenora Forest 2018 Independent Forest Audit

Action Plan Submission Signature Page

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Action Plan Approval Signature Page

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Introduction

The final 2018 Kenora Forest Independent Forest Audit (IFA) Report was accepted by the Forestry Futures Committee on September 25, 2018 for an IFA conducted by ArborVitae Environmental Services Ltd. for the period April 1, 2013 to March 31, 2018.

The 2018 Independent Forest Audit Process and Protocol (IFAPP) requires a Management Unit Action Plan be prepared in response to the audit recommendations.

A total of sixteen findings were noted for the management unit. For each finding, this action plan provides a description of the actions required, the organization and position responsible, timelines for each of the action items, as well as the method of tracking progress for each action.

Findings

Finding #1:

The three Aboriginal Reports associated with planning are outdated and/or include limited community specific information. In their current condition, these reports have limited utility.

Action Required:

1. MNRF District staff will review the requirements of the Forest Management Planning Manual (ref. FMPM; Part A; Sections 3.6.1.; S. 3.6.3.; and 3.6.4.) to ensure that all of the conditions are met during the development of the next ten-year Forest Management Plan.
2. In an effort to enhance communication and improve the content of these reports, MNRF District staff and Miisun will strive to work collaboratively to update the reports during the development of the next ten-year Forest Management Plan.

Organization and Position Responsible:

1. MNRF – District Manager, District Resource Liaison Specialist, District Management Forester.
2. MNRF – District Resource Liaison Specialist & Miisun IRM.

Deadline Date:

1. Depending on the product, timelines are provided for within the FMPM.
2. December 25th, 2018 and ongoing.

Method of Tracking Progress:

1. Kenora Forest 2022 Forest Management Plan.

2. Email, meeting notes of conversation between MNRF and Miisun IRM planning staff.

Finding #2:

During Phase II planning, it was not clear how much latitude District staff had to apply their professional judgment with respect to the documentation, planning and application of AOC prescriptions and related FMP implementation requirements.

Action Required:

1. Due to changes in roles and responsibilities with the Regional Planning Biologist, FMP planning team terms of reference and project plans (starting with the 2020 planning cycle) will have the Regional Planning Biologist identified as a core planning team member with specific roles and responsibilities. This change will ensure that any issues that may have arisen as a result of this finding on the Kenora Forest will be alleviated.

Organization and Position Responsible:

1. MNRF - Regional Resources Planning Supervisor.

Deadline Date:

1. October 2018.

Method of Tracking Progress:

1. Approved terms of references and project plans. October 2018.

Finding #3:

District and Company Staff responsible for implementation of the new MNRF/DFO Protocol for the Review and Approval of Forestry Water Crossings are hesitating to proceed with the Company water crossing self-screening approvals in the Protocol.

Action Required:

1. Northwest Regional office staff, with assistance from Integration Branch, will work with District and Company staff to seek clarification on what potential policy/directional gaps may exist (e.g. timing restrictions) with implementing the water crossing protocol document. If Region determines that these gaps exist, regional staff will provide further direction/clarification on the application of the water crossing protocol document to promote consistency within and across

Forest Management Units in the Northwest Region. If necessary, this direction/clarification will be incorporated into the next planning cycle for the Kenora Forest.

2. Miisun IRM and MNRF Kenora District staff will continue to implement the Water Crossing Protocol as it is described in the 2012-2022 FMP for the Kenora Forest.

Organization and Position Responsible:

1. MNRF ROD – Regional Planning Biologist; and Senior Program Advisor – Forestry, Integration Branch.
2. Miisun IRM – Management Forester and MNRF – Management Biologist.

Deadline Date:

1. September 1st, 2019 (start of planning for Kenora Forest 2022-FMP).
2. December 2018 and ongoing.

Method of Tracking Progress:

1. Email & records of conversation, policy transfer sessions.
2. Annual Work Schedule submissions and revision submissions.

Finding #4:

Planning information for Phase 2 AOC prescriptions in forestry operations provided by MNRF through Land Information Ontario has a number of data quality deficiencies.

Action Required:

1. Northwest Regional and District MNRF staff will meet with a representative from the MNRF Mapping and Geomatics Services section to discuss the potential structural and operational issues associated with LIO identified in this IFA finding.
2. MNRF Mapping and Geomatics Services section will co-ordinate a meeting between NHIC data management and Northwest Regional and District staff to further analyze the problems identified by this IFA finding.
3. As a result of the meetings in Actions 1 and 2, The MNRF Mapping and Geomatics Services section will conduct a technical review of the potential data quality deficiencies. Based on the outcome of that review technical improvements may be made once the review results have been shared with LIO Managers.

Organization and Position Responsible:

1. MNRF – Regional Forest Operations Specialist, Kenora District Biologist, and Manager, Mapping and Geomatics Sections.
2. MNRF - Manager, Mapping and Geomatics Sections.

3. MNRF - Manager, Mapping and Geomatics Sections.

Deadline Date:

1. Action completed on November 29, 2018.
2. January 2019.
3. December 2019.

Method of Tracking Progress:

1. Meeting invites/agendas and meeting minutes.
2. Meeting invites/agendas and meeting minutes, project charters.
3. Summary of technical review improvements.

Finding #5:

Amendments and revisions related to changes in the aquatic GIS layer that the Company finds and submits to MNRF were not processed as required in the FMPM.

Action Required:

1. Miisun IRM will provide changes to the aquatic GIS layer, as encountered, to the MNRF Kenora District GIS Technician.

Organization and Position Responsible:

1. Miisun IRM – GIS Specialist.

Deadline Date:

1. December 2018 and ongoing.

Method of Tracking Progress:

1. LIO updates.

Finding #6:

Boundary data in the latest versions of ownership products that were delivered to the Company and to Kenora District by MNRF's Mapping and Information Resources Branch do not line up correctly with the same boundaries in the 2018 eFRI.

Actions Required:

1. The Forest Resources Inventory program will organize a post forest inventory production meeting for key MNRF district and regional staff, as well as, Mitigoog LP and Miisun IRM Company representatives. The meeting will include

discussion about the forest inventory production process, FRI product review, and base data related to land tenure and inter-layer dependencies.

2. Representatives from the Parcel Mapping and Geo-referencing Unit will participate in the post forest inventory production meeting to discuss the land tenure process, maintenance, inter-layer dependencies, data usage and limitations etc.

Responsible Organization & position

1. MNRF Coordinator, Forest Resources Inventory Program.
2. MNRF Coordinator, Parcel Mapping and Geo-Referencing Unit.

Due Date for action(s) to be completed

1. March 31, 2019.
2. March 31, 2019.

Method of Tracking Progress:

1. Development of agenda for post forest inventory production meeting.
2. Organization and delivery of post forest inventory production meeting and meeting minutes including any action items from post forest inventory production meeting.

Finding #7:

Changes to planned FOPs/SGRs that are determined by the Company during field assessments have not been certified by the silvicultural forester/plan author, formal records of FOP/SGR changes are not being kept by the Company, and data related to FOP/SGR changes have not been provided to MNRF or reported in ARs as per FIM requirements for Annual Reports.

Action Required:

1. Miisun IRM shall ensure that any FOP/SGR changes that have taken place during the 2012-2022 FMP, but not yet reported, will be reported during the 2018-2019 Annual Report and for each Annual Report moving forward.

Organization and Position Responsible:

1. Miisun IRM – Management Forester.

Deadline Date:

1. November 15, 2019.

Method of Tracking Progress:

1. 2018-2019 Annual Report.

Finding #8:

Very little of the planned tending for cleaning/competition control has been conducted to date in the 2012-2022 FMP term.

Action Required:

1. Miisun IRM Management Forester will meet with the Miisun First Nation member communities to discuss the required tending on the Kenora Forest.
2. Miisun IRM shall implement a tending project.

Organization and Position Responsible:

1. Miisun IRM – Management Forester.
2. Miisun IRM – Management Forester.

Deadline Date:

1. April 1, 2019.
2. November 15, 2020.

Method of Tracking Progress:

1. Minutes from Miisun IRM Board.
2. Annual Report for 2020-2021.

Finding #9:

The inventory of red pine seed for the Kenora Forest is very low - less than two years' supply is currently in storage, based on average planting levels for red pine to date in the 2012-2022 FMP term.

Action Required:

1. Miisun IRM will discuss purchasing red pine seed from adjacent units or nurseries that have red pine seed from compatible seed zones.
2. Miisun IRM will endeavour to increase the collection of red pine seed, and seed in general, to ensure an adequate supply of seed is collected in 2019 and ongoing as required.

Organization and Position Responsible:

1. Miisun IRM – Management Forester.
2. Miisun IRM – Management Forester.

Deadline Date:

1. November 2019.
2. November 2019.

Method of Tracking Progress:

1. Annual report 2019-2020.
2. Annual report 2019-2020.

Finding #10:

Forest planning staff and others involved in FMP implementation are not instructed on the enforceability and calibration of compliance standards for forestry activities and installations to ensure they are consistent with the FMP.

Action Required:

1. The Northwest Regional Director has recently formed the Northwest Region Forestry Compliance Committee (NWRFCC). The establishment of the NWRFCC will assist in the delivery of the Ministry's Forestry Compliance Program by sharing information and expertise, liaising with other Branches/Divisions and industry on forestry compliance matters. The committee's mandate is intended to provide advice, guidance, information, leadership and direction to Districts, the Regional Director, and Integration Branch on forestry compliance matters. The committee will also identify the need for workshops, district visits or other compliance training needs from the field, and assist in identifying gaps in forestry compliance standards, guidelines, policies, procedures, regulations and legislation. The committee is looking to possibly expanding its role to assist external forest industry clients as well.
2. Kenora MNRF District staff are required to create a performance plan that clearly sets out specific performance commitments, measures and associated learning. As part of this annual process and in order to effectively contribute to MNRF priorities, Kenora District staff should identify potential needs for personal development to their supervisor. If specific operational / technical training needs are identified, the Kenora District will liaise with the NWRFCC to collate, prioritize and deliver training at a regional scale.

Organization and Position Responsible:

1. MNRF - Regional Resources Planning Supervisor.
2. MNRF – District Supervisors.

Deadline Date:

1. March 31, 2019.
2. Annually.

Method of Tracking Progress:

1. NWFCC Terms of Reference, meeting minutes, email correspondence, training delivery documentation.
2. Performance Plans.

Finding #11:

The level of compliance inspections undertaken on the Kenora Forest by the District MNRF was low and below the level that the auditors consider to be sufficient to provide for effective oversight, as well as in some years being below the targets set in the ACOPs. The ACOPs prepared by the MNRF District provide little information, and exclude risk analysis results.

Action Required:

1. MNRF District will implement a District Compliance Plan and enhance their Annual Compliance Operations Plan (ACOP) in order to meet objectives within the Compliance strategy.
2. MNRF Annual Compliance targets will be assigned to each Forest Compliance Inspector within their performance plans.
3. As prioritized through the development and review of employee specific performance plans, the Kenora district MNRF Resource Management Supervisor will ensure staff receive adequate compliance inspector mentoring to enable them to complete the forest compliance inspector certification course.
4. Hold regular meetings between MNRF Compliance Inspectors to discuss new/ongoing compliance issues.

Organization and Position Responsible:

1. MNRF - Resources Management Supervisor, Integrated Resources Management Technical Specialist and Forestry Technical Specialist.
2. MNRF - Resources Management Supervisor.
3. MNRF - Resource Management Supervisor.
4. MNRF - Compliance staff.

Deadline Date:

1. March 31, 2019.
2. March 31, 2019.
3. Annually.
4. Ongoing & as required.

Method of Tracking Progress:

1. District Compliance Plan & ACOP.
2. ACOP.
3. Performance Plans.
4. Email & records of conversation as required.

Finding #12:

The Year Ten AR/Trend Analysis does not meet all of the requirements of the 2009 FMPM.

Action Required:

1. Miisun IRM will conduct a review of the Trend Analysis and ensure that the year 7 Annual Report meets all requirements of the FMPM and identifies any short falls from the Trend Analysis.

Organization and Position Responsible:

1. Miisun IRM – Management Forester.

Deadline Date:

1. November 15, 2019.

Method of Tracking Progress:

1. Updated Trend Analysis, Year 7 Annual Report.

Finding #13:

The 2012 FMP contains a number of objectives and targets that are unlikely to be achieved.

Action Required:

1. Miisun IRM will review the objectives and targets from the 2012 FMP as part of the planning for the 2022 FMP. This review will be used to influence the objectives and targets for the 2022 FMP.

Organization and Position Responsible:

1. Miisun IRM – Management Forester.

Deadline Date:

1. April 1, 2022.

Method of Tracking Progress:

1. Approved 2022 FMP.

Finding #14:

Corporate MNRF has not met its obligation to produce the provincial status report for the 2013 IFAs according to the schedule in the IFAPP.

Action Required:

1. The 2013 IFA Provincial Action Plan Status Report was approved on September 28, 2018. No further action is required.

Finding #15:

Approximately half of the recommendations from the previous IFA directed at the local level of MNRF and the Company were not addressed effectively, if at all, during the audit period.

Action Required:

1. MNRF Kenora District and Miisun IRM will review the previous IFA report and associated action plan to assess if the recommendations are still applicable and will assess if those actions will need to be incorporated into the 2018 action plan for the audit period of April 1, 2013 to March 31, 2018.
2. MNRF Kenora District and Miisun IRM will regularly meet on a quarterly basis to ensure that the findings in 2018 Action Plan for the current audit period is implemented as approved within the timelines identified.

Organization and Position Responsible:

1. MNRF Kenora District, Resources Management Supervisor ; MIISUN Company official.
2. MNRF Kenora District, Resources Management Supervisor ; MIISUN Company official.

Deadline Date:

1. December 25, 2018 (Due date of 2018 Management Unit Action Plan).
2. December 25, 2018 and ongoing.

Method of Tracking Progress:

1. District Manager submitted Action Plan.
2. Meeting minutes, email, correspondence.

Finding #16:

Corporate MNRF has not extended the term of the SFL since it was issued, despite the compliance of the licensee with the terms and conditions of the SFL.

Action Required:

1. A review will be conducted to ensure the licensee has complied with the terms and conditions of the licence. As part of the review, IFA recommendations will be considered in accordance with Section 9 of the SFL. Results of the review will be evaluated and if satisfactory, will be advanced to the Minister for his consideration.

Organization and Position Responsible:

1. MNRF - Forest Industry Division, Operations Branch, Timber Allocation and Licensing Section Manager.

Deadline Date:

1. N/A. Review has already been completed as of November 2018. A recommendation on licence extension will be advanced for the Minister's consideration after the Lieutenant Governor in Council approves. Indigenous consultation on the extension decision has been completed.

Method of Tracking Progress:

1. Licence document signed by the Minister.