



Spray Lake Sawmills

Crowsnest Forest Products

A Subsidiary of Spray Lake Sawmills

Public Participation Program

Submitted to:

Agriculture, Forestry and Rural Economic Development

August 30, 2022

Table of Contents

1.	Introduction	2
2.	Background	2
3.	Objectives.....	2
4.	Proposed Structure	3
	4-1: Public Advisory Committee (PAC)	4
	4-2: Dispute Resolution	5
	4-3: Website	5
	4-4: Informational Sessions	6
	4-5: Questionnaires and Surveys	6
	4-6: Media Plan	6
	4-7: Documentation/Reporting.....	8

	Appendix A.....	9
--	-----------------	---

1. Introduction

Crowsnest Forest Products (CFP) was granted a Forest Management Agreement (FMA) within the C5 Forest Management Unit (FMU) in July of 2021. This agreement requires CFP to renew and implement a forest management plan (FMP) for the C5 FMU. The previous FMP was developed by the Government of Alberta for the years of 2006 – 2026. An essential component of an FMP is a strategy for First Nations and public involvement and participation. This document will provide a framework for solicitation of stakeholder and general public input for the development of the C5 FMP. There is a separate FMP document outlining First Nations consultation. Public participation for the FMP, is in addition to existing consultation that supports annual operations (GDP/AOP). Communication efforts will focus on the following:

- Other industrial forest users, such as grazing permit holders
- Non-industrial forest users, such as recreation groups
- The general public, both local and regional

Public consultation will focus on sharing and obtaining feedback on the following key Forest Management Plan decision milestones:

- Milestone 1- Values, Objectives, Indicators and Targets (VOITs)
- Milestone 2- The Draft Spatial Harvest Sequence
- Milestone 3- Draft Forest Management Plan

2. Background

Sections 10 (3) of Crowsnest Forest Products (CFP) Forest Management Agreement outline the requirement for the company to conduct presentations and public reviews of their proposed Forest Management Plan prior to submission to the Crown.

The Alberta Forest Management Planning Standard requires companies to have a public participation program that addresses the standards specified in CSA Z809-02 Section 5.0. CSA Z809-02 Section 5.0 provides a more detailed listing of public participation requirements and has left it up to the individual organizations to define how to address the requirements.

The Provincial Planning Standard defines meaningful consultation as requiring consultation in good faith, with honest communication and an open exchange of relevant information before decisions are made. This document provides an outline for such a process; one that will provide an opportunity for input for anyone who has an interest through one of several mechanisms.

3. Objectives

CFP's public involvement policy is to:

- broadly share draft plans

- solicit feedback
- thoughtfully consider feedback and provide a response that addresses concerns
- record changes to a plan as a result of public input and communicate it to the interested party

The public participation program coincides with the timeline for development of the Forest Management Plan (FMP). The FMP covers the area as defined in the Forest Management Agreement and is shown in Appendix A. CFP is committed to providing opportunities for interested parties to review and provide input to the forest management plan at key decision milestones identified in figure 2.

The FMP must conform to higher order planning documents, such as the 2014-2024 South Saskatchewan Regional Plan, which is required by the Alberta Land Stewardship Act, and the various other integrated resource management plans or sub-regional plans that cover the FMP planning area. The FMP must also abide by provincial and federal legislation, the terms of the Forest Management Agreement and the current Alberta Forest Management Planning Standard.

4. Proposed Structure

In general, the consultation process begins with the Public Advisory Committee providing feedback to CFP's proposed information packages. The PAC may also provide feedback on proposed open house (general content) or workshop (issue based) consultation opportunities. The focus is to provide the most useful information to the public that fosters understanding and facilitates meaningful participation.

Next, various public notices are placed and the interested parties are cataloged on CFP's contact list (outlined below) and are provided access to the FMP specific information packages (generally via email). As more publics become known, their contact information is added to the interested parties contact list.

The interested parties contact list is categorized accordingly:

- Public at large
- Stakeholders (includes ENGO's, adjacent landowners and motorized and non-motorized recreation)
- Government (e.g. municipalities);
- Industry (includes mining, oil and gas and the forest industry)
- Trappers (having FMA trapping dispositions)
- Ranchers (having FMA grazing dispositions)

4-1: Public Advisory Committee (PAC)

Crowsnest Forest Products will share its draft plans with the Public Advisory Committee and solicit Committee input and advice on key FMP decision milestones. Membership for the current Crowsnest Forest Products PAC was sought by placing ads in local newspapers, and emailing interested parties, including local environmental non-governmental organizations. Approximately 85 percent of the Crowsnest Forest Products PAC membership has decided to continue with their committee membership to assist CFP with the development of the 2025 FMP.

CFP will be searching for additional committee member volunteers through various known organizations having an interest in C5 land use and by advertising to the general public in the local newspapers.

The terms of reference for the PAC was revisited in May of 2022 to focus on renewal of the FMP and to ensure its consistency with the FMP renewal process. PAC meetings will be held as indicated in the PAC ToR. Summary notes are prepared following each meeting and once the Committee has approved the notes, they are posted on the Spray Lake Sawmills website. CFP provides the meeting space and administrative support as may be required to conduct PAC business. CFP also provides information to the PAC and outside expertise as may be required to have a well-informed discussion.

The composition of the C5 PAC is intended to represent a diverse cross section of community members such as:

- Environmental organizations
- Motorized recreation
- Non-motorized recreation
- Ranching
- Coal mining
- Community members
- Landowners
- Municipalities / Municipal Districts
- Oil and Gas
- Harvest Contractor

The committee will review and provide feedback on a range of FMP development activities, including (but not limited to):

- Milestone 1- Values, Objectives, Indicators and Targets
- Milestone 2- The Draft Spatial Harvest Sequence
- Milestone 3- Draft Forest Management Plan
- Public Participation Activities

As per the Public Advisory Committee (PAC) terms of reference, the Public Advisory Committee members are expected to monitor the stakeholders and public they represent to help identify issues and opportunities that may need to be considered by the planning team.

The Public Advisory Committee will remain intact as a standing committee for the duration of the FMP development. Once the FMP is complete and approved, the terms of reference will need to be revised and a new role established for the Committee to continue.

4-2: Dispute Resolution

CFP works openly and directly with interested parties to try and reach broad consensus before disputes arise. Initiating dispute resolution requires that the interested party has previously consulted with CFP on the matter, and that CFP has had a reasonable amount of time to address the concern. Initiating dispute resolution is only a last resort, after consultation efforts by both CFP and the interested party have reached an impasse.

Dispute resolution includes the following steps:

- 1) A written request is submitted to CFP requesting dispute resolution as the interested party has previously consulted with CFP regarding the dispute and reached an impasse.
- 2) If step 1 is unsuccessful, the interested party will be asked to provide a written narrative supporting grounds to continue with dispute resolution.
- 3) Within 30 days of receipt of the written narrative, CFP will complete a written assessment in response to the interested party. If the evidence provided in the written narrative supports a corrective action, a corrective action plan will be developed with PAC input. The corrective action plan will be provided to the interested party within 30 days of the PAC review. If the written assessment finds corrective action is not warranted, the interested party will be provided the assessment along with notification that dispute resolution is closed.
- 4) Any dispute resolution records including CFP responses will be maintained as part of the public consultation record.

4-3: Website

The SLS website will contain information on the CFP FMP page where users can:

- learn about the C5 FMP development process
- learn about upcoming public participation opportunities
- read the Public Participation Program document
- view approved Public Advisory Committee meeting notes
- sign up for the email subscription list
- provide plan input

The website also provides informational videos covering: forest management planning, FMA planning, and the FMA planning hierarchy. The website also has written information covering CFP's public involvement process, the Public Advisory Committee (PAC), the latest PAC meeting notes, the PAC members, and the PAC terms of reference. Other relevant website content includes: the Forest Management Agreement, the current Forest Management Plan, the forest management life cycle, forest planning considerations, planning for mixed use and the Mountain Pine Beetle.

4-4: Open House Information Sessions

Open houses will be held for milestones 1, 2 and 3. As the planning development team completes milestones, informational sessions will be held to provide opportunities for all interested parties including the general public to review developments, ask questions and provide input for further consideration.

4-5: Questionnaires and Surveys

Questionnaires or surveys may be used to solicit feedback, help document public views on specific issues and or to monitor the performance of the Public Participation Program.

4-6: Media Plan

The company advertises in communities adjacent to the C5 FMA to communicate with the public at large. The Spray Lake Sawmills Facebook page and website are also used to post Crowsnest Forest Products FMP content for the public at large and for interested parties. Both newspaper ads and Facebook posts will be used in coordination with plan milestones for the public to:

- learn about the FMP renewal process
- access informational packages available on the company website
- email subscribe to the website to stay updated on FMP developments
- learn about an upcoming FMP open house
- provide FMP feedback

Public Participation Timeline

The timeline for delivery of key FMP milestones and corresponding public participation opportunities are indicated in Figure 2.

Figure 1: Consultation Events

Milestone #	Audience	Consultation Type	Key Elements/Content	Consultation Activity/Outcome	Consultation Start	Consultation End
1- Values, Objectives, Indicators and Targets Information Package	Public at large	Newspaper Ad entitled 'Forest Management plan development'. Publish in Crowsnest Herald, Pincher Creek and Claresholm newspapers for two weeks. The ad will also be posted on Facebook.	The ad will state: CFP is initiating the FMP renewal process; written description of the area; first step is to share draft VOITs; provide invitation to visit FMP specific website and a request for input. Website content provides FMP renewal VOIT information package. Invitation provided to join News and Events email subscription, to stay informed throughout process.	Notify Public at large of FMP renewal planning process, provide information package and to solicit VOIT input. Update C5 interested party contacts to keep informed throughout the planning process. CFP to provide a response to input received.	October 2022	January 2023

Milestone #	Audience	Consultation Type	Key Elements/Content	Consultation Activity/Outcome	Consultation Start	Consultation End
	All Interested Parties	Informational email with website link to information package on C5 FMP draft VOITs.	CFP is initiating the FMP renewal process; written description of the area; first step is to share draft VOITs; invitation to visit FMP specific website and a request for VOIT input. Website content provides FMP draft VOITs.	Notify interested parties of the FMP renewal process and to solicit VOIT input. CFP to provide a response to input received.	October 2022	January 2023
	All Interested Parties	Website Open House (Place milestone 1 information package on the company website).	CFP is initiating the FMP renewal process; written description of the area; first step is to share draft VOITs; invitation to visit FMP specific website and a request for VOIT input. Website content provides FMP draft VOITs.	Notify interested parties of the FMP renewal process and to solicit VOIT input. CFP to provide a response to input received.	October 2022	January 2023
	All Interested Parties	Open House	Share Draft VOITs, FMA map and highlights of FMP planning process.	Notify interested parties of the FMP renewal process and to solicit VOIT input. CFP to provide a response to input received.	October 2022	January 2023
	All Interested Parties	Informational email with finalized VOITs.	Summary of input received, if it is within scope, and strategy for inclusion, non-inclusion or additional notes.	Participants provided FMP VOIT response, and CFP catalogs response. Notification of modelling process and that milestone 2 consultation begins June 15 of 2024.	March 2023	March 2023
2. Preliminary Spatial Harvest Sequence /Timber Supply	All interested Parties	Open House	Draft SHS with linkage to VOITs. Map outlining draft 20-year SHS and draft Visual Quality Strategy.	Solicit site specific concerns and identify opportunities for avoidance or mitigation. CFP to provide a response to input received.	June 2024	Sept 2024
	All interested Parties	Website Open House (Place milestone 2 information package on the company website).	Draft SHS with linkage to VOITs. Map outlining draft 20-year SHS and draft Visual Quality Strategy. Both documents made publicly available on SLS website.	Solicit site specific concerns and identify opportunities for avoidance or mitigation. CFP to provide a response to input received.	June 2024	Sept 2024
3. Final Draft Plan	All Interested Parties	Open House	Outline of Preferred Forest Management Strategy, modelling of other resource values. Linkage/coordination with South Saskatchewan Regional Plan.	Final review & identification of potential impacts. Final review of opportunities for avoidance or mitigation. CFP to provide a response to input received.	October 2024	December 2024

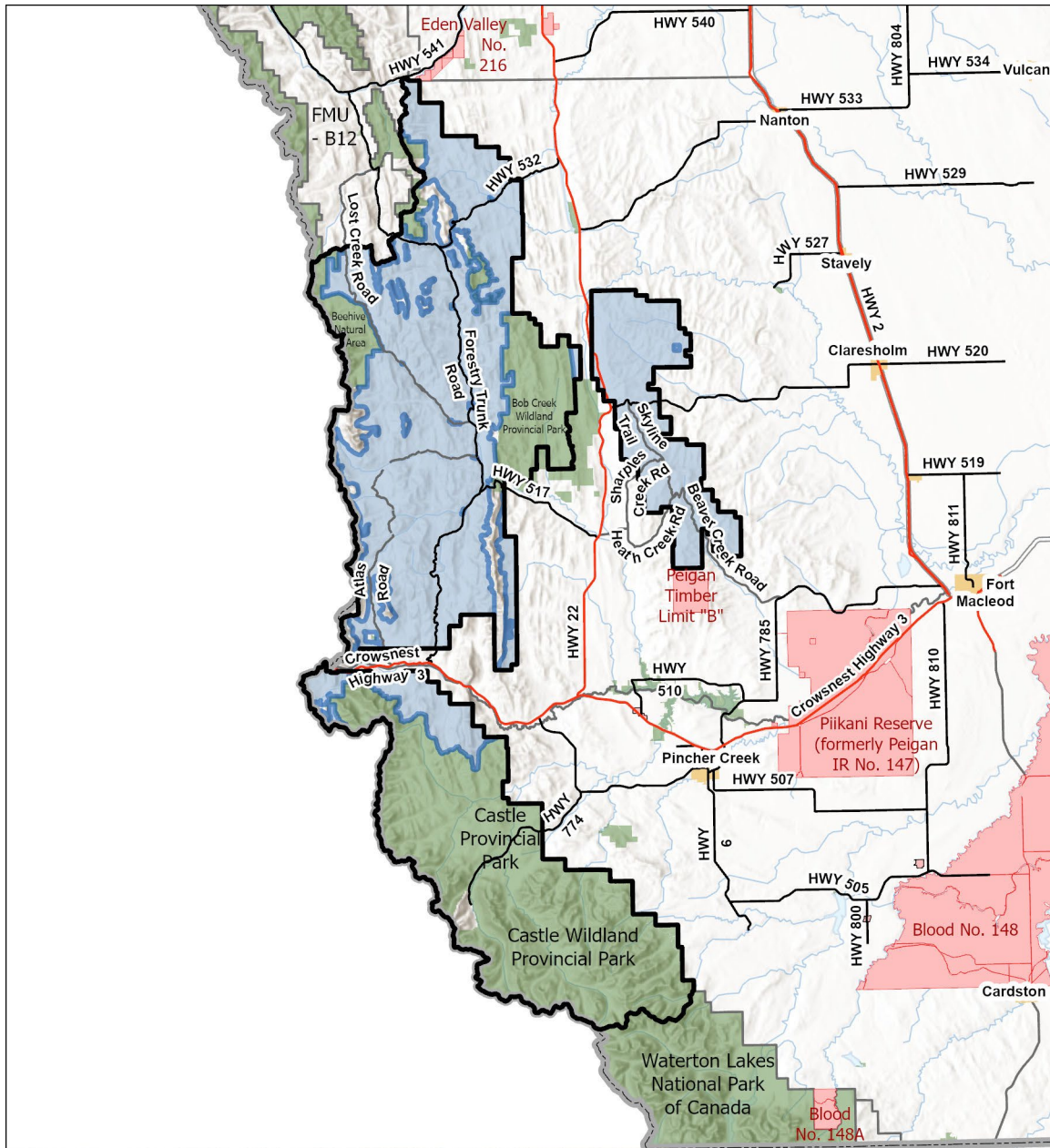
Milestone #	Audience	Consultation Type	Key Elements/Content	Consultation Activity/Outcome	Consultation Start	Consultation End
	All Interested Parties	Website Open House (Place milestone 3 information package on the company website).	Final draft of the C5 Forest Management plan.	Final review of final draft before submission of the plan to AFRED. CFP to provide a response to input received.	October 2024	December 2024

4-7: Documentation/Reporting

CFP records public consultation activities throughout the FMP planning process including its responses to input received. A company public communications database is used to record and track activities and to assist follow-up communication from CFP representatives. Changes to the FMP as a result of public input are recorded by CFP and communicated to the interested party. Documented public consultation activities will be documented in the Forest Management Plan available on the company’s website.

Appendix A

MAP 1 – CFP Forest Management Agreement Area and C5 Forest Management Unit





Crowsnest Forest Products

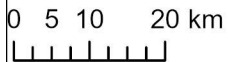
a subsidiary of Spray Lake Sawmills



Spray Lake Sawmills

 Crowsnest Forest Products FMA area

 C5 - Forest Management Unit (FMU)



Any use, duplication or distribution without permission is prohibited. This map was developed using available information and Spray Lake Sawmills (1980) Ltd. makes no warranty for the accuracy or completeness of this map.