



December 2014

PLANNING TEAM TERMS OF REFERENCE

The Planning Team....

A Planning Team shall be designated consisting of representatives of the licensee and Saskatchewan Ministry of Environment (MOE). Interaction among members of the planning team provides important linkages between the licensee, MOE, other government agencies where appropriate, independent operators and members of the Public Advisory Group (PAG) with an interest on the licence area. The Planning Team will facilitate input from various sources, acquire relevant information to assist plan development and ensure that all staged approvals are met in a timely manner.



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2017 FOREST MANAGEMENT PLAN

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1.0 Introduction

Mistik Management Ltd. (Mistik) is a woodlands management company based out of Meadow Lake, Saskatchewan providing timber procurement and forestry services to NorSask Forest Products Inc., Meadow Lake Mechanical Pulp Inc. and L&M Wood Products. Mistik is dedicated to the sustainable use and stewardship of 1.9 million hectares of boreal forest in northwest Saskatchewan.

In 1988 NorSask Forest Products Inc. (NorSask, a Meadow Lake-based sawmill) negotiated a Forest Management License Agreement (FMLA) with the provincial government. A condition of the agreement was that a user be found for the deciduous component of the boreal mixedwood forest from which NorSask harvested the coniferous (spruce, pine) component. In 1990, Millar Western Pulp Ltd., a company that makes pulp from aspen, agreed to build a pulp mill in the vicinity of Meadow Lake. Mistik was formed in 1989 as a forest management company wholly-owned and directed by NorSask Forest Products Inc. and Millar Western Pulp (Meadow Lake) Ltd.

On May 13, 1997, the Province of Saskatchewan approved the *NorSask 20-Year Forest Management Plan* and related *Environmental Impact Statement*, plus associated documents, collectively referred to as the *NorSask Forest Management Project*.

In April 1998, the NorSask FMLA was assigned to Mistik. With the enactment of the *Forest Resources Management Act (1999)*, Mistik's FMLA was officially changed to a Forest Management Agreement (FMA).

In November 2002, a major amendment to Mistik's FMA was completed. The amendment resulted in the assignment of the Green Lake, Sled Lake and Bronson Management Units to Meadow Lake OSB (effectively removing these three management units from the Mistik FMA area) and the addition of the Peter Pond Management Unit to the Mistik FMA area. On June 24, 2009, the Province of Saskatchewan approved Mistik's 2007-2017 20-Year Forest Management Plan (FMP) and related documents. During the 2017-2027 FMP process, and in collaboration with L&M Wood Products and the Province of Saskatchewan, Mistik intends to incorporate the L&M FMA area into the Mistik FMA area as an additional management unit for the purposes of forest management planning.

Approximately 20 northern communities exist within or adjacent to the Mistik FMA area. The majority of these settlements are comprised of First Nation and Métis populations. Commercial fishing, cattle ranching, farming, market gardening, logging and sawmilling and various non-timber extraction from the forest (berry picking, cone collecting, mushroom picking, etc.) now contribute to the local industries of these communities. Mistik actively seeks to enhance the social and economic well-being of these communities by providing employment, training and business opportunities related to timber harvesting and forest renewal operations.

Mistik's mandate since its inception has been to:

- provide wood fiber to both mill facilities;
- work with local communities within the FMA area in providing employment and business opportunities related to harvesting and forest renewal-related activities;
- consult and cooperate with other stakeholders and forest-users with interests in the Mistik FMA area;
- consider wildlife and other ecosystem values in planning and implementing forest use activities.

Mistik's revision of its 20-Year Forest Management Plan is due prior to April 1, 2017. The following documentation fulfills the requirements of the Planning Team Terms of Reference required by Saskatchewan Ministry of Environment's Forest Management Planning section of the Forest Planning Manual (2007).

2.0 License area

The 20-Year Forest Management Plan (FMP) is being developed for Mistik Management Ltd.'s Forest Management Agreement (FMA) area and L&M Wood Product's FMA area (**Figures 1 and 2**).

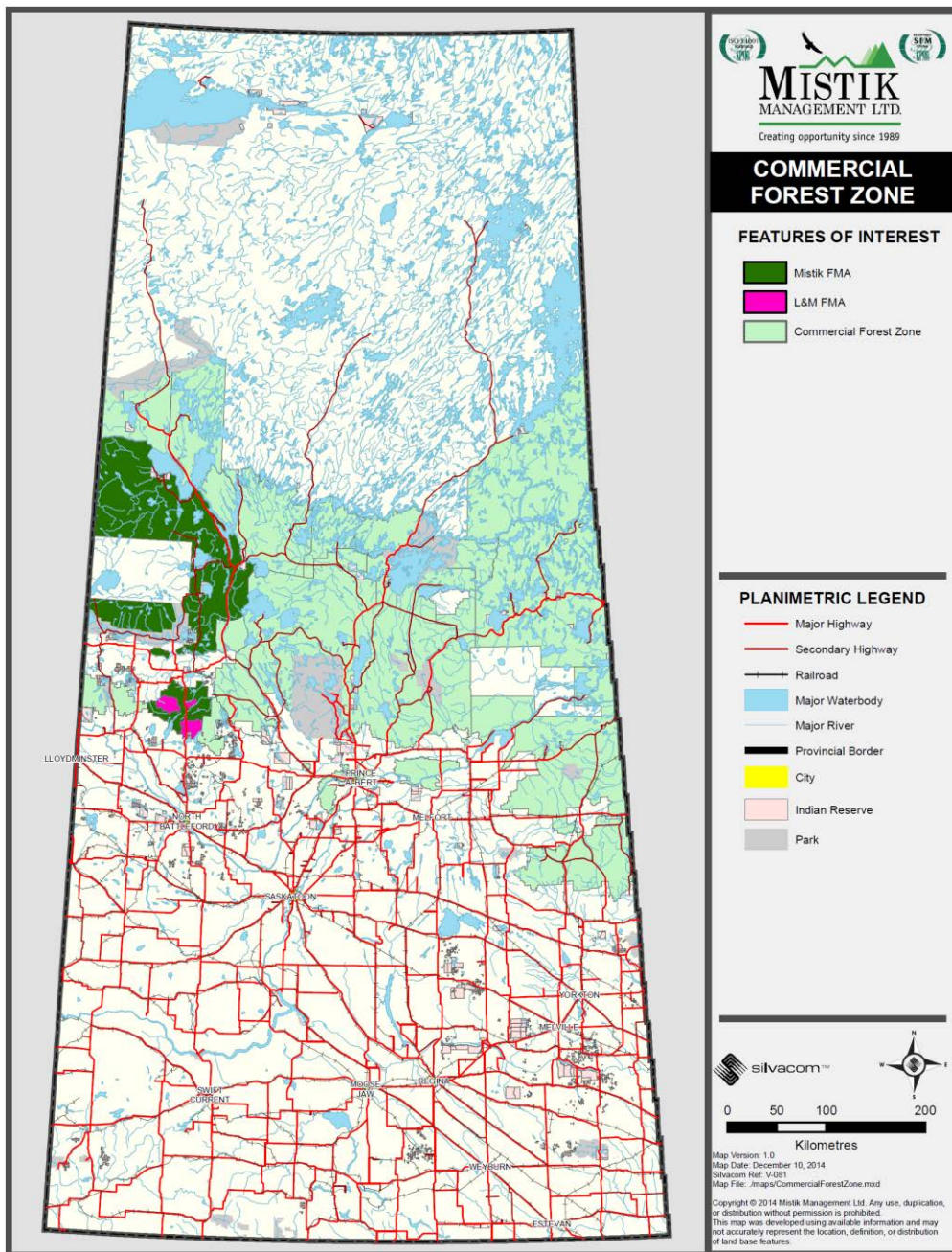


Figure 1. Mistik Management Ltd. FMA Area and L&M FMA Area within the commercial forest zone of Saskatchewan

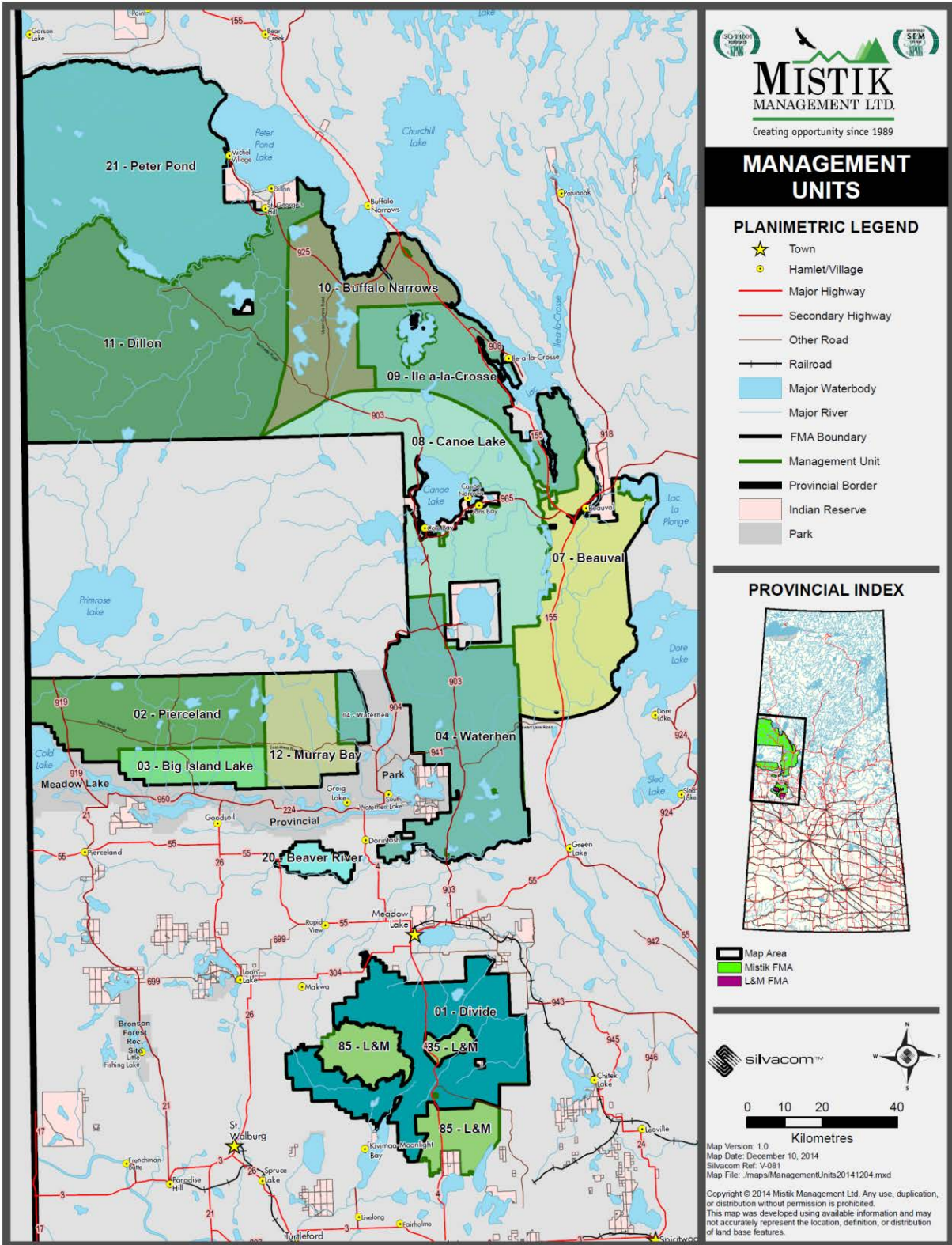


Figure 2. Management units comprising the L&M and Mistik Management Ltd. FMA Areas

3.0 Date of expiry of current FMP and date of approval for implementation of the next FMP

Section 38 of the *Forest Resources Management Act (1999)*, and Sections 26 – 28 of the *Forest Resource Management Regulations (1999)* identify the general requirements of a forest management plan. Specifically, a forest management plan must be revised every ten years. Based on a letter dated June 24, 2009 from Saskatchewan’s Minister of Environment, Mistik’s existing approval of the current 20-Year Forest Management Plan is effective to March 31, 2017. Mistik’s new 20-Year Forest Management Plan will be approved for implementation by April 1, 2017.

4.0 Appointment of Plan Author

Mistik Management Ltd. has appointed Al Balisky, General Manager as the Plan Author. Al will serve as the chairperson of the Planning Team. Al can be contacted at (306) 236-9708 or al.balisky@mistik.ca. Al will assume responsibility for ensuring that Planning Team meetings occur on a regular basis and that all public consultation processes with the Public Advisory Group, Aboriginal groups and other corporate and individual interested stakeholders are undertaken in a timely and meaningful manner.

5.0 Assignment of overall responsibility for development and submission of the forest management plan (FMP)

As Plan Author, Al Balisky accepts overall responsibility for the development and submission of the forest management plan on behalf of Mistik Management Ltd.

6.0 Government agency involvement in plan preparation

Dave Lindenias, Manager of Inventory and Planning Unit, Saskatchewan Ministry of Environment, Forest Service is the Plan Coordinator. Dave can be contacted at (306) 953-2442 or dave.lindenias@gov.sk.ca. Dave Lindenias and Al Balisky have compiled a list of MOE branches and other government agencies that may have specific interests to be addressed in the development of the FMP (**Table 1**). A letter of invitation to participate in the FMP process will be sent to all listed agencies by January 15, 2014.

Table 1. Provincial and federal government agencies invited to participate in the FMP process

Date of Invitation Letter	Government Type	Government Agency
January 14, 2015	Province of Saskatchewan	First Nations, Metis and Northern Economic Development
January 14, 2015	Province of Saskatchewan	Lands Branch
January 14, 2015	Province of Saskatchewan	Advisory Services and Municipal Relations
January 14, 2015	Province of Saskatchewan	Strategic Planning and Policy
January 14, 2015	Province of Saskatchewan	Lands and Mineral Tenure
January 14, 2015	Province of Saskatchewan	Saskatchewan Water Security Agency
January 14, 2015	Province of Saskatchewan	Labor Market Services
January 14, 2015	Province of Saskatchewan	SaskEnergy
January 14, 2015	Province of Saskatchewan	SaskPower
January 14, 2015	Province of Saskatchewan	Heritage Conservation Branch
January 14, 2015	Province of Saskatchewan	Tourism Saskatchewan
January 14, 2015	Province of Saskatchewan	Wildfire Management Branch
January 14, 2015	Province of Saskatchewan	Forest Service Branch
January 14, 2015	Province of Saskatchewan	Landscape Stewardship Branch
January 14, 2015	Province of Saskatchewan	Environmental Assessment Branch
March 17, 2015	Province of Saskatchewan	Highways and Infrastructure

Date of Invitation Letter	Government Type	Government Agency
January 14, 2015	Government of Canada	Fisheries and Oceans Canada
January 14, 2015	Government of Canada	Canadian Wildlife Service - Prairie and Northern Region



Agencies who responded indicating their desire to participate in the 20-Yr FMP process

7.0 Planning Team Terms of Reference

The creation of this document will address the Terms of Reference required to guide the work of the Planning Team during the course of development of the FMP. Fundamental to the success of the FMP development process will be the role of regularly scheduled meetings of the Planning Team hosted by Mistik in Meadow Lake. These meetings will be used for review of the FMP development process (information exchange, work responsibility allocation, issue resolution and project tracking). The schedule of Planning Team meetings is shown in **Table 2**.

Table 2. Planning team meeting schedule

Meeting #	Date of Meeting	Location / Time & Comments
1	October 4 (Thurs), 2014	Mistik office Introductory meeting with MOE / Mistik
2	December 12 (Fri), 2014	Introduction to Silvacom Overview of FMP process
3	February 3 (Tues), 2015	Review initial three documents (TOR, PCP, WP)
4	September 17 (Thurs), 2015	Review Volume I and introduce Forest Characterization, Forest Development, SGRs, VOITs, Treatment Response, Transition Assumptions, etc.
5	October 15 (Thurs), 2015	Forest Characterization – define the ‘working forest’
6	November 19 (Thurs), 2015	Forest Development and growth of forest inventory
7	December 17 (Thurs), 2015	VOITs discussion
8	January 21 (Thurs), 2016	Management actions and Treatment Response
9	February 18 (Thurs), 2016	Forest Estate Modeling Formulation / Tactical Plan
10	April 21 (Thurs), 2016	Wood Supply Analysis
11	May 19 (Thurs), 2016	Wood Supply Analysis
12	June 23 (Thurs), 2016	Review Volume II / Wood Supply Analysis
13	August 11 (Thurs), 2016	Review Volume II
14	October 20 (Thurs), 2016	Wrap up of process

8.0 Planning Team Terms of Reference developed at the outset of the process

The Planning Team Terms of Reference related to the development of Mistik’s FMP is the first formal document to be created (refer to date of creation in the footer of this document) in the FMP development process. The FMP development process was initiated in October 2014. Actual work related to the FMP commenced in November 2014.

9.0 Regular review and update of Terms of Reference

The Terms of Reference will be considered for review at each monthly meeting of the Planning Team to assess for the need for update and/or revision of any of the documentation. Any suggested amendments or updates to the Terms of Reference will be discussed by the Planning Team. Implementation of any amendments or revisions agreed to by the Planning Team will be undertaken by the Plan Author in advance of the next Planning Team meeting.

10.0 Planning Team member and advisor roles

Mistik's FMP Planning Team and FMP advisors are identified in **Tables 3** and **4**. The Planning Team will contact advisors to participate in the FMP process as required.

Table 3. Mistik FMP Planning Team

Name	Responsibility	Organization
Dave Lindenias	Primary Forest Service Planning Team Lead	Ministry of Environment
Narayan Dhital	Plan preparation support – FMP Analyst	Ministry of Environment
Kathleen Gazey	Plan preparation support – Area Forester	Ministry of Environment
Shawn Delaineey Travis Hagel (Alternates)	Ensuring operability of wood supply modeling, public consultation, identification of stakeholder and other resource values.	L&M
Robert Follett	Ensuring operability of wood supply modeling, public consultation, identification of stakeholder and other resource values.	NorSask
Al Balisky	Primary Mistik contact and Planning Team chairperson / plan author. Overall responsible for public consultation processes related to the FMP. Responsible for all phases of FMP preparation.	Mistik
Niska Hodgson	Ensuring operability of wood supply modeling, public consultation, identification of stakeholder and other resource values.	Mistik
Kevin Gillis	Ensuring operability of wood supply modeling, public consultation, identification of stakeholder and other resource values.	Mistik
Cliff McLauchlan	Ensuring operability of wood supply modeling, public consultation, identification of stakeholder and other resource values.	Mistik
Roger Nesdoly	Ensuring operability of wood supply modeling, public consultation, identification of stakeholder and other resource values.	Mistik
Ryan Spooner	Technical and analytical support – lead Planning Team member related to wood supply and other resource analyses – responsible for final compilation of FMP documentation.	Silvacom

Name	Responsibility	Organization
Adam Marshall	Technical support – project support related to wood supply and other resource analyses.	Silvacom
Allyson Brady	Ensure public consultation is meaningfully conducted and other non-timber resource values are considered and incorporated where appropriate in the FMP process.	Public Advisory Group
Tony Leeson	Ensure public consultation is meaningfully conducted and other non-timber resource values are considered and incorporated where appropriate in the FMP process.	Public Advisory Group
Jack Purves	Ensure public consultation is meaningfully conducted and other non-timber resource values are considered and incorporated where appropriate in the FMP process.	Public Advisory Group

Table 4. Mistik FMP Planning Team Advisors

Name	Responsibility	Organization
Paul Orser	Policy review, timber utilization, yield curves	Meadow Lake Mechanical Pulp
Zane Delaine	Policy review, timber utilization, yield curves	L&M Wood Products
Phil Loseth	Volume sampling design, yield curve development, etc.	Ministry of Environment Forest Service Branch
Lane Gelhorn	Growth and yield	Ministry of Environment Forest Service Branch
Mark Doyle	Forest inventory (SFVI)	Ministry of Environment Forest Service Branch
Rory McIntosh	Forest health	Ministry of Environment Forest Service Branch
Xianhua Kong	Forest modeling – wood supply and other resource analyses	Ministry of Environment Forest Service Branch
Vicki Gauthier	Silvicultural Ground Rules	Ministry of Environment Forest Service Branch

Name	Responsibility	Organization
Nadine Penney	EA process requirements	Ministry of Environment Forest Service Branch
Gigi Pittoello	Habitat ecology / Wildlife management & species at risk	Ministry of Environment Fish and Wildlife Branch
Katherin Mehl	Habitat ecology / Wildlife management & species at risk	Ministry of Environment Fish and Wildlife Branch
Rob Tether	Habitat ecology / Wildlife management & species at risk	Ministry of Environment Fish and Wildlife Branch
Larry Fremont	Fire management and forest protection	Ministry of Environment Wildfire Management Branch
Ron Hlasny	Fisheries	Ministry of Environment Fish and Wildlife Branch
Jennifer McKillop	Oil and gas development	Ministry of Environment Landscape Stewardship Branch
Todd Olexson	Land dispositions and administration	Ministry of Environment Lands Section
Brady Pollock	Environmental assessment	Environmental Assessment Branch
Conrad Read	Highways and transportation	Ministry of Highways and Infrastructure
Wayne Dybvig	Water quality and quantity	Saskatchewan Water Security Agency
David Andison	Natural disturbance dynamics and patterns	Bandaloop
Ken Van Rees	Geomorphology, soils, hydrology description	U of Saskatchewan
Keith Hobson	Avian	Canadian Wildlife Service

Name	Responsibility	Organization
Gilbert Proulx	Wildlife ecology	Alpha Wildlife Research and Management Ltd.
Mark Johnston	Climate Change	Saskatchewan Research Council

11.0 Outline of roles and levels of participation foreseen for all members and advisors to the Planning Team

11.1 *Leadership of public consultation process and liaison with the PAG and communities including Aboriginal groups*

Roger Nesdoly, Planning Coordinator for Mistik will lead the public consultation process. Mistik has an established Public Advisory Group (PAG). Roger will be the primary liaison with the Public Advisory Group, Aboriginal groups, communities and other interested members of the public.

11.2 *Participation of licensee and MOE representatives at public meetings and working relationship with the PAG*

Meetings of the PAG may be attended by all Planning Team members. The PAG will be represented at all Planning Team meetings by one or more designated representatives from the PAG. Three individuals (identified in **Table 3**) from Mistik's PAG have volunteered (and have been endorsed by the PAG) to participate as members of the Planning Team.

Public information sessions and workshops held at various locations throughout the FMA area will be attended by Mistik and MOE staff. Other members of the Planning Team are invited to participate.

11.3 *Leadership for wood supply analysis and other resource analysis requirements*

Silvacom Ltd. will assume leadership related to wood supply and other resource analyses.

11.4 *Coordination of MOE review and approval processes*

Dave Lindenau, FMP Coordinator (MOE), will be responsible for ensuring that interim review and approval of each phase of the FMP documentation by MOE staff occurs in a timely manner. Silvacom Ltd. will ensure the availability of web-based services to expedite sharing and dissemination of key FMP documents, maps and data and FMP process tracking.

12.0 Currently proposed MOE plan reviewers and their roles and responsibilities

Approval of the plan will be a collaborative process. Mistik's FMP will be reviewed on a phase by phase basis (refer to Workplan) by MOE staff. The MOE staff identified in **Table 5** will be responsible for ensuring review of FMP-related documentation. Review of FMP documentation will likely be conducted by MOE work teams. The composition of the MOE work teams is left to the discretion of the individuals identified

in **Table 5**. All documentation related to each FMP phase will be reviewed by the Planning Team prior to submission for formal review by MOE. The Planning Team review of each phase will be conducted within 14 days of initial distribution of documentation. Each completed phase of the FMP process that has been reviewed by the Planning Team will be forwarded to Dave Linden, FMP Coordinator for distribution to appropriate MOE staff for regulatory review and comment.

Table 5. MOE Forest Service staff responsible for Mistik FMP approval stages

Approval Stage	Responsibility for Approval
Planning Team Terms of Reference	Executive Director Ministry of Environment, Forest Service Branch
FMP Work Plan	Executive Director Ministry of Environment, Forest Service Branch
Public Consultation Plan	Executive Director Ministry of Environment, Forest Service Branch
FMP – Volume I (Background Information)	Executive Director Ministry of Environment, Forest Service Branch
Values, Objectives, Elements, Indicators & Targets	Manager, Inventory and Planning Ministry of Environment, Forest Service Branch
Silvicultural Ground Rules	Manager, Inventory and Planning Ministry of Environment, Forest Service Branch
Digital Planning Inventory & Forest Development Report	Manager, Inventory and Planning Ministry of Environment, Forest Service Branch
Forest Estate Modeling Report (including tactical plan)	Manager, Inventory and Planning Ministry of Environment, Forest Service Branch
Forest Management Plan – Volume II (Long-term Management Direction)	Minister of Environment

13.0 Dispute resolution process for resolving disagreements between Planning Team members, including stages of resolution and the point of involvement of senior representatives of the Forest Service and the licensee

Mistik Management has historically undertaken a cooperative, inclusive and consultative approach to forest management and is committed to doing so in the development of this Forest Management Plan. If a disagreement arises during the development of the FMP, all efforts will be made to resolve the difference. In the event that a dispute is not resolved through a negotiated process, the matter will be resolved through arbitration as described in Article 17 (Resolution of Disputes) of Mistik’s Forest Management Agreement (FMA).

14.0 Schedule of meetings and workshops as well as an outline of immediate tasks and responsibilities for the Planning Team leading to the development of the FMP work plan

The schedule of Planning Team meetings is identified in **Table 2** (Section 7.0) above. The FMP work plan will be completed by Mistik for Planning Team review and comment by February 3, 2015.

15.0 Environmental impact assessment (EIA)

Mr. Brady Pollock, Acting Director, Environmental Assessment Branch will be contacted and invited to participate as an advisor to the Mistik FMP process. Mr. Pollock, or an alternate representative, will provide technical advice to the Planning Team related to the requirements of the *Environmental Assessment Act, Section 16*.

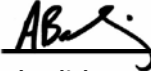
16.0 Approval of Planning Team Terms of Reference - Executive Director of the Forest Service and a senior representative for the licensee



Bob Wynes
Executive Director
Forest Service Branch
Ministry of Environment

April 2, 2015

Date



Al Balisky
General Manager
Mistik Management Ltd.

March 17, 2015

Date