

# Steering Committee Group Meeting Minutes

**Date:** June 24, 2014

**Location:** Arrow Boundary District office

**Chair:** Charlene Streleaff

**Scribe:** Richard Marchand

**Participants:** Charlene Streleaff (BCTS), Dana Diotte (SGRC), Ian Parfitt (SGRC), Craig Stemmler (Atco), Peter Lewis (MFLNRO), Richard Marchand (Interfor).

Note: Action items are highlighted in yellow

## 1. Review Previous Action Items

Ian to revise and circulate the terms of Reference document **ONGOING**

Richard and Ian to revise and circulate the Roles and Responsibilities document/matrix. **ONGOING**

Dana to work with Peter to identify layers and related field to see if they are all necessary. **ON GOING**

Licencee to review their internal needs for the THLB data in the Biodiversity table and report at next meeting (All Licencees). COMPLETED. The consensus was that it was not needed.

Dana to start scripts for Biodiversity and UWR as a minimum. **ONGOING**

Dana/Peter to update the committee on the hierarchy of the tables. COMPLETED. The tables will show "Mature" in the "Connectivity" only.

## 2. New Items

- a. Workplan update. The various targets will be pushed back by approximately one month.
- b. Atco has signed the subscription agreement. Kalesnikoff will likely sign.
- c. Open discussion about project funding.

**ACTION: Ian to provide a monthly financial update.**

- d. The committee would like to have representatives from the MFLNRO and MoE to review and ensure the various tables are in compliance with regulations.

**ACTION: Charlene to contact Kevin Lavelle, Peter to contact Julie Castonguay.**

- e. Dana will stay as the System/Technical developer for the foreseeable future
- f. Open discussion on the depletion layer processes.

**ACTION: Charlene and Dana to work on the depletion layer processes.**

**ACTION: Dana to send a summary of the depletion layers to be used.**

## 3. Next Meeting – Thursday July 17 2014, DAB Castlegar, 1:30 – 3:00 PM. (tentative)