

# Memorandum of Understanding

## Kootenay Spatial Data Partnership Forest Stewardship Plan Data Initiative

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### **Overview**

This Memorandum of Understanding (MoU) between the Ministry of Sustainable Resource Management – Kootenay Region and participating regional forest licensees directly addresses the needs of partners as they relate to the development of Forest Stewardship Plans, specifically. However, it is hoped that the successful completion of this initiative will lay the foundation for further related initiatives, provided that they meet the following criteria:

- Mutually benefits all partners (i.e. reduces costs, increases revenue and/or reduces risks)
- Effectively addresses a clearly defined problem or issue
- Falls within the scope of the partnership (i.e. chiefly data related)

The Ministry of Sustainable Resource Management has the provincial responsibility for the warehousing and distribution of land and resource data. This initiative is not intended to replace any corporate initiatives currently underway but is instead meant to meet the short-term business requirements of licensees and government alike.

### **Background**

The Forest and Range Practices Act (FRPA) allows forest licensees to submit Forest Stewardship Plans (FSPs) beginning in 2004. These plans replace the current Forest Development Plans (FDPs).

Several forest licensees have recently engaged the Ministry of Sustainable Resource Management (MSRM), through the Kootenay Contact Centre in Nelson, to develop a central repository and distribution mechanism for key spatial layers required for the development of FSPs.

MSRM is currently undertaking several corporate initiatives to centralise and make available provincial spatial data through the Land and Resource Data Warehouse (LRDW). However, the LRDW is not yet fully implemented. Additionally, several local datasets are required by licensees for FSP development. Local datasets are not slated for inclusion in the LRDW.

There have been several large and data intensive initiatives in the Kootenay Region over the past few years, including; Defined Forest Area Management (DFAM), implementation of the Higher Level Planning Order (HLPO) and Sustainable Forest Management (SFM) projects. This has resulted in an abundance of spatial datasets which, because of varying initiative leads and

contract resources, remain uncoordinated. This initiative will provide an opportunity to fully catalogue and rationalise these valuable spatial datasets.

### **Goals**

- Increase the quality and reduce the cost of developing FSPs by making available the most up-to-date spatial layers.
- Increase cooperation between government and licensees for mutual benefit.
- Provide a lead organisation to facilitate simplified data-sharing and licensing agreements. That is, replace single agreements with individual licensees with an umbrella agreement with the partnership to the benefit of its members.

### **Objectives**

- Catalogue, rationalise, clean and apply metadata to spatial data layers necessary to the development of FSPs.
- Assign custodians and stewards to important spatial layers.
- Define update procedures for the key spatial layers.
- Make the required pilot spatial layers generally available through a website.

### **Deliverables**

- A Memorandum of Understanding between the partners laying out the objectives, structure (including resourcing and roles and responsibilities) and term of the partnership.
- Analysis-ready FSP spatial layer data package, currently estimated at 27 spatial layers, containing the most up-to-date, quality-controlled spatial layers with metadata.
- A data distribution service through an internet website with the ability to allow viewing of the spatial layers.
- A table referencing each spatial layer to a data custodian and/or steward.
- A defined update procedure for each of the spatial layers.

### **Scope**

- This project will consider management units within the Kootenay Region.
- The Kootenay Spatial Data Partnership propose the following Management Unit schedule:
  1. Arrow and Kootenay Lake TSAs (PILOT AREAS)
  2. TFL 14 and both Cranbrook and Invermere TSAs.
  3. Golden and Revelstoke TSAs.
  4. TFLs 3, 8 and 23.
  5. Boundary TSA.

## **Structure of the Partnership**

### *Membership*

- The Kootenay Spatial Data Partnership is open to all forest tenure holders that are willing to:
  - Sign the MoU;
  - Work cooperatively with all partners to further the initiative; and,
  - Contribute resources, when required, to meet deadlines and facilitate deliverables.
- The chair of the Arrow Boundary Forestry Association will sign this MOU on behalf of the Arrow Boundary Forest District licencees.

### *Reporting*

- Both MSRM and the tenure holders will elect a single representative to both liaise with their respective stakeholder group and manage the day-to-day communications, resourcing and work associated with the initiative.

### *Roles and Responsibilities*

By signing this MoU partners agree that they intend to:

- Participate actively in the partnership toward the success of the initiative for the term of the MoU.
- Respond in a timely manner to inquiries and requests, making sure that delegates are assigned when the primary partner representative is not available.
- Work collaboratively with other partners towards the success of the initiative.
- Attend or send representatives to scheduled meetings.
- Contribute resources – data, analysts, technical expertise, funding, infrastructure capacity, etc. – when required to support the initiative, to the best of their ability. The specific resources required for each initiative will be developed jointly by partner representatives and be contained in an attached workplan
- This MOU does not commit any partner to a financial agreement. Business cases will be developed for monies requested from partners.

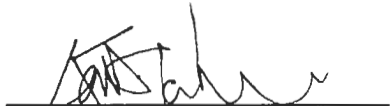
### **Meeting Frequency**

- The Kootenay Spatial Data Partnership has no scheduled meetings.
- Meeting frequency is defined by the workplan of the particular initiative underway by the Partnership.

Term and Review


- The term of the Kootenay Spatial Data Partnership currently extends to March 31, 2006.
- The Kootenay Spatial Data Partnership MoU will be reviewed annually by all partners in the last quarter of the current year.

Approved by:




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Kevin Jardine  
Manager, MSRM – Kootenay Region



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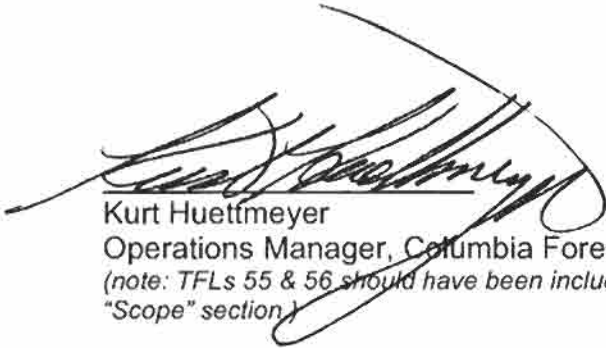
Arrow Boundary Forestry Association  
Ron Ozanne, Atco Lumber - Chair



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East Kootenay DFAM Groups (Invermere + Cranbrook)  
Tembec – Lead Licencee

Additional Ministry of Forests signatories to the partnership memorandum of understanding:

A large, stylized handwritten signature in black ink, appearing to read 'Kurt Huetfmeyer', written over a horizontal line.

Kurt Huetfmeyer  
Operations Manager, Columbia Forest District

*(note: TFLs 55 & 56 should have been included with the Revelstoke & Golden TSAs in the "Scope" section.)*

A handwritten signature in black ink, appearing to read 'Bruce Fraser', written over a horizontal line.

Bruce Fraser  
Operations Manager, Kootenay Lake Forest District