

SMALL SCALE SALVAGE

APPLICATION PACKAGE

STUART NECHAKO NATURAL RESOURCE DISTRICT

April 1, 2018 to March 31, 2019

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Summary of Changes from Last Year

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|------------|---|
| Page 9 | Reduced the annual available volume for small scale salvage from 80,000 to 60,000 m ³ following the October 11, 2017 Prince George Timber Supply Area allowable annual cut determination. |
| Page 10 | Restated the need to be a small independent operator (already on page 8) and added a requirement for applicants to reside within the Stuart Nechako Natural Resource District or 40 kilometres of its boundary. Current clients that do not meet these eligibility requirements will be removed from the SSS distribution list. |
| Page 11 | Added the <i>LOGGING NEAR POWERLINES EMERGENCY CONTACT FORM</i> that licensees must now complete prior to logging near a power line. |
| Page 13 | To ensure the security deposit is sufficient to cover the cost of contractual obligations, the minimum deposit is being increased from \$500 to \$1,500. |
| Page 14 | To reduce administrative costs, adjacent blocks with a total combined area of less than 5 hectares that are on the same map sheet and within the same standards unit in the site plan are to be submitted as one block. |
| Page 15 | Added the requirements for licensees to provide the BC Wildfire Service with their emergency contact information and complete a fire hazard assessment. |
| Page 18 | Reduced the maximum total direct award volume from 8,000 m ³ to 6,000 m ³ from all issued FLTCs for the period of April 1 st to March 31 st . |
| Page 19 | Changed the process for notifying trappers and guide outfitters based on their feedback. |
| Page 19 | Updated the Small Scale Salvage Planning Map and moved it to the Maps section. |
| Page 22 | Provided the new district First Nations email address fn.dsn@gov.bc.ca . |
| Page 25 | Removed “at least 5 hectares in size” from section 38 a). The goal is to retain suitable secondary structure. |
| Page 25 | Silviculture levy decreased \$0.10 to \$5.86 per cubic metre based on the average scaled volume per hectare and the most recent planting costs. |
| Page 28 | Removed hyperlink to the Fort St James website that is out-of-date. FLNRORD is working on a new Stuart Nechako website. Updated the hyperlink to the new provincial website. |
| Throughout | Updated the Ministry name, contacts and dates. Changes from last year are in red. |

Small Scale Salvage Strategic Plan

1. Purpose

This plan provides direction for salvage loggers and forest professionals seeking small scale salvage (SSS) opportunities in the Stuart Nechako Natural Resource District (DSN) of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD). It is the focal point for appropriate consultation discussions with First Nations (FN) with respect to proposed small scale salvage harvesting.

2. Strategic Goals

Small scale salvage will be directed to areas where it fulfills the greatest natural resource management need. The current need is fuel management near dwellings, utility lines, communications infrastructure, public roads, railways, proposed or existing fence lines and evacuation routes for the purpose of reducing the fire hazard, safety concerns or damage from windfall and managing bark beetles.

It will avoid small patch fragmentation across the landscape and work with forest licensees to avoid operations in long term retention areas such as wildlife trees patches, old growth management units and connectivity corridors. It will also meet the requirements for secondary stand structure.

Some recent examples of where small scale salvage is an appropriate tool to assist in meeting the objectives of government include:

- a) Engineering
 - harvesting of danger trees adjacent to roads
 - decked timber from road right-of-way harvesting
- b) Fibre Recovery
 - salvage of non sawlog damaged timber
- c) Forest Health
 - falling and harvest of Douglas-fir beetle (DFB) or Spruce beetle (SB) trap trees and any associated attacked trees
 - harvesting isolated patches of beetle attacked timber
- d) Range
 - harvesting for the purpose of reducing damage from dead trees falling on fence lines
 - cash sales for fence posts and rails
- e) Recreation
 - harvesting of danger trees in recreation sites and adjacent to recreation trails

- f) Research
 - harvesting for the purpose of research
- g) Wildfire Management
 - harvesting for the purpose of fuel management to reduce the risk of damage from wild fires
 - salvaging decked timber from fire line construction
 - harvesting stands of burned timber
- h) Wildlife Management
 - salvaging dead pine and planting a species mix that includes Douglas-fir to improve ungulate winter range
 - falling trap trees and harvesting of infested Douglas-fir to reduce the DFB infestation, minimize the loss of mature Douglas-fir and promote Douglas-fir natural regeneration

3. Priorities

Priorities based on natural resource management objectives are as follows, starting with the highest priority:

- a) public safety
- b) fuel management and protecting values at risk
- c) reducing the spread of bark beetles
- d) research
- e) recovering value from damaged timber

While it is important to recover as much economic value as possible from the trees before the wood quality deteriorates, it is equally important to balance this with other Crown objectives for natural resources (e.g. old forest retention). It is for this reason that some areas are closed to salvage applications.

4. Application and Scope

Most areas of crown land within **DSN** are available for small scale salvage with the exception of BC Timber Sales (BCTS) operating areas¹ and all area based forest tenures (i.e. Community

¹ BCTS will contribute to small scale salvage by annually advertising 10,000 to 15,000 m³ of small volume Timber Sale Licences (TSLs) within their operating area. These small volume TSLs (competitive salvage opportunities) will be dictated by landscape condition, economic viability and sale demand, but can be expected to range in size from 2,000 m³ to a maximum of 10,000 m³. Please note that in order to bid on BCTS TSLs, proponents must be registered with BCTS (no fee, registration maintained if active within 5 yrs). All parties wanting to employ workers or subcontractors on TSLs or those intending to direct the on-site activities of workers or subcontractors on TSLs must be SAFE Company certified. Licensees not directing on-site activities will not be required to be SAFE certified. Prior to commencement of activities, proponents must ensure that their operations conform to BCTS EMS requirements, including appropriate worker training.

Forests, First Nations Woodland Licences, Research Forests and Woodlots). To minimize the impact and conflict with the public, First Nations, forest licensees, and other stakeholders, it is preferred that operations remain within the dark green polygons on the Small Scale Salvage Planning Map.

Professional applications for salvage harvesting will only be accepted for unencumbered crown land up to a maximum volume of 2,000 m³ per application. Proposals within area based forest tenures, agricultural leases or deeded land with crown timber reserves will not be accepted. Proposals may be accepted over relatively small areas within agricultural development areas and settlement reserve areas if there are site specific fire safety concerns and a rationale from **FLNRORD**, local government or community associations.

The applicant needs to refer the harvesting proposal to other licensees to ensure there is no conflict. Forest licensees will have first right of refusal to harvest salvage material within their operating area. Applicants will also be responsible for communicating with other stakeholders, tenure or agreement holders and providing documentation of referrals. **FLNRORD** will consult with First Nations and the public regarding the small scale salvage strategic plan. As part of information sharing with First Nations, **FLNRORD** will provide First Nations with a map of small scale salvage licences issued each year.

FLNRORD will assess applications based on this plan and the following provincial objectives:

- a) Harvest and utilize small, isolated patches of timber that are dead and/or in danger of being significantly reduced in value, lost or destroyed and would otherwise not be harvested.
- b) Ensure small scale salvage operations take place within the context of overall, long-term forest stewardship and economic objectives.
- c) Reduce the spread of insects and disease and contribute to forest health management.
- d) Exert forest worker safety as a priority.
- e) Ensure areas harvested are reforested within acceptable timeframes with acceptable species.
- f) Small scale salvage is promoted as a tool to use in achieving other ministry and government priorities such as harvesting for safety (public and infrastructure) purposes (power line and road rights of way; community wildfire interface; range, recreation sites, etc.).
- g) Provide a source of opportunities for small independent operators and First Nations.
- h) Cost-effective delivery and contributing to government revenues.

Intermediate salvage (competitive up to 5,000 m³) may be proposed at any time of the year; **however**, the district manager is not obligated to post any sales in any given year. Competitive opportunities are advertised on the Official Notices website at:

<http://apps.nrs.gov.bc.ca/pub/notices/init.do>. An email notification will also be sent to registered clients that have provided their email address to **FLNRORD**.

Because small scale salvage is forest management and market driven, the volume sold may vary. If the annual allocation of 60,000 m³ is sold, the issuance of FLTCs may be temporarily suspended until April 1, 2019.

5. Registration

To facilitate the communication of changes, any person wanting to participate in small scale salvage must be registered with DSN.

6. Roads

Small scale salvage activities will strive to use existing infrastructure. Access roads up to 500 metres in length may occasionally be required. Use or construction of any road by SSS applicants will be governed by the *Forest and Range Practices Act* and regulations.

7. Implementation

The application package is updated annually and is the framework to administer small scale salvage. It includes the registration form, summary of recent changes from the previous year, strategic plan and guidelines.

8. Future Considerations

Small scale salvage will be adapted as required to fulfil the highest priority natural resource management objectives. Potential needs in the future may include addressing debris piles and small patches of deciduous.

9. Contacts

If you have any questions regarding this document or application package, please contact:

Nathan Voth, Resource Operations Supervisor in Vanderhoof at (250) 567-6363.

Email address: Nathan.Voth@gov.bc.ca

10. Authority



April 18, 2018

Date

Dave Van Dolah, RFT

District Manager, Stuart Nechako Natural Resource District

Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Small Scale Salvage Guidelines

1. Purpose & Scope

This document has been prepared to provide district guidance for the delivery of small scale salvage (SSS) in the Stuart Nechako Natural Resource District (DSN) of the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD). The Guidelines are in addition to the Strategic Plan and provide more detailed information regarding small scale salvage applications.

2. Disclaimer

The information contained in this document is intended to guide applicants and is not intended to be a substitute or supersede current law and policy governing activities. Law and policy periodically changes and it is up to the individual applicant to ensure activities are consistent with all applicable governances.

3. Guidelines

Guidelines for small scale salvage are listed alphabetically by topic for easy reference.

1) Applicant Qualifications

- a) Small scale salvage applicants must register with the district using the *Small Scale Salvage Registration Form*, have a client number with FLNRORD and meet the following criteria:
 - i. Be an individual at least 19 years old or a corporation registered in British Columbia;
 - ii. **Are a small independent operator with** at least one year of logging experience in the past five years;
 - iii. **Reside within the Stuart Nechako Natural Resource District or 40 kilometres of its boundary;**
 - iv. Not be the holder of a licence or agreement the rights under which are suspended under Section 76 or 78 of the *Forest Act*; and
 - v. Not be an individual or corporation that owes a fee, stumpage or other sum imposed under the Act payable to the government by the person or another person in his or her stead unless arrangements satisfactory to the district manager have been made for the payment of the sum.

2) Appraisals and Stumpage Rates

- a) A stumpage rate can be determined from either a table or on the basis of a full appraisal.
- b) Stumpage rates are determined by species according to the [Interior Appraisal Manual](#).

- c) For table rates, the [Stumpage Rate Request Form](#) must be completed, signed and sealed by an RPF or RFT and submitted with the application.
- d) The sawlog stumpage rates for harvesting areas greater than 5 hectares in size will be derived from Table 6-1 of the *Interior Appraisal Manual* and sawlog stumpage rates for harvesting areas less than or equal to 5 hectares in size will be derived from Table 6-4. This necessitates a separate application for areas greater than 5 hectares in size and areas less than or equal to 5 hectares in size.
- e) For fully appraised rates, appraisal data must be submitted through the E-Commerce Appraisal Application system (ECAS) following the [ECAS User Request Process](#).
- f) Applicants need to be aware of the species and grade composition within the weigh scale stratum for their FLTCs. If a stratum has 20% spruce the licensee will pay the rate for spruce on 20% of the volume delivered even if it was all pine.
- g) As of August 1, 2012 licensees must respond to FORHVAP.GASHELP@gov.bc.ca with their client number and a list of contact names with e-mail addresses they would like associated to receive e-notification from the Ministry's General Appraisal System (GAS) when a stumpage rate is determined. Regional timber pricing staff is no longer mailing stumpage information to licensees since September 30, 2012.

3) Authorizations from Other Agencies

- a) Authorization must be obtained from the Ministry of Transportation and Infrastructure (MOTI) prior to conducting operations that will affect a public road. To get a junction permit from MOTI when joining a public road, contact Michelle Boudreau at (250) 565-4486. The documents titled [Highway Logging Access Checklist](#) and [Logging Access Information](#) include more details. For junctions connecting FLTC or Road Permit roads to Forest Service Roads, authorization must be obtained from the **FLNRORD** district manager.
- a) Authorization must be obtained from BC Hydro or **the British Columbia Transmission Corporation (BCTC)**. **The [LOGGING NEAR POWERLINES EMERGENCY CONTACT FORM](#) must be completed** prior to logging near a power line. Contact Wayne Clark, at (250) 561-4953. The document titled [ARE YOU LOGGING OR LAND CLEARING NEAR A POWERLINE?](#) includes more details.
- b) Authorization must be obtained from Telus prior to logging near a telephone line. Contact David DeLeenheer, contractor for Telus, at (250) 964-8552.
- c) Authorization must be obtained from Pacific Northern Gas (PNG) prior to crossing PNG rights-of-ways. Contact Tom Leach at (250) 638-5325.

4) Archaeological Features and Cultural Heritage Resources

- a) It is the applicant's responsibility to assess and determine if the application area is within an area of high potential for archaeological resources or cultural heritage resources are on site. Archaeological predictive information is posted to the district FTP sites for [Fort St. James](#) and [Vanderhoof](#).

- b) Any applications within areas of high archaeological potential or applications affecting potential archaeological features or cultural heritage resources must be assessed by an archaeologist or another person with appropriate expertise and the information provided to **FLNRORD** for consultation purposes.
- c) In instances where a potential cultural heritage resource has been identified, a full archaeological assessment must be conducted prior to the commencement or continuation of harvesting activities and the harvesting must be consistent with the recommendations of the assessment.
- d) In the event that any potential archaeological features or cultural heritage resources are discovered during harvesting, operations must cease and the district office must be notified. Upon notification, district staff will immediately work with the licensee to determine to what extent operations may resume and whether additional actions may be necessary such as modifying the cutblock design, assessing the potential features/resources, and conducting FN consultation.
- e) The applicant will bear the full responsibility for organizing and the cost of any required archaeological assessments and culturally modified tree (CMT) surveys.
- f) When CMT's are identified, CMT surveys are to be completed and submitted with the application as per the [Vanderhoof Forest District CMT Policy](#).

5) Bark Beetle Management

- a) The [Mountain Pine Beetle Action Plan](#) is the cornerstone of the Province's coordinated response to the mountain pine beetle infestation.
- b) Information about the Omineca spruce beetle outbreak can be found at:
<http://www2.gov.bc.ca/gov/content/industry/forestry/managing-our-forest-resources/forest-health/forest-pests/bark-beetles/spruce-beetle/omineca-spruce-beetle>
- c) Forest health overview survey data can be found at:
https://www.for.gov.bc.ca/ftp/HFP/external/!publish/Aerial_Overview/

6) Burning

- a) Open burning of debris must not be initiated unless the licensee obtains a burn registration number, to do so is safe and is likely to continue to be safe. See [Section 22 of the Wildfire Regulation](#) for circumstances in which a person may light, fuel or use a category 3 open fire.
- b) Call the [Wildfire Service](#) at 1-888-797-1717 for a burn registration number.
- c) To obtain the venting forecast, call the Ministry of Environment answering machine at 1-888-281-2992 or go to:
<http://www.env.gov.bc.ca/epd/epdpa/venting/venting.html>
- d) The Ministry of Environment has a [Guide to the Open Burning Smoke Control Regulation](#).

7) Conventional Applications

- a) Applications up to 50 m³ will be processed as conventional applications (work is completed by **FLNRORD**). Section 33 (1)(a)(iii) of the *Forest Planning and Practices Regulation* exempts licensees from preparing a site plan when harvesting less than 50 m³.
- b) Applications greater than 50 m³ will normally be processed as professional applications (work is completed by applicant).
- c) The DM reserves the right to accept conventional applications for circumstances where requiring a professional application is cost prohibitive (e.g. decked wood, removing snags next to fence lines or removing danger trees from a recreation site).

8) Damaged Timber

- a) At least 60% of the total estimated volume of all species in each proposed opening to be harvested must be damaged timber. If a proposal is less than 60% damaged timber, a rationale must be submitted for DM decision prior to submitting a professional application.
- b) As per section 6.4(3) of the [Interior Appraisal Manual](#), damaged timber is defined as:
 - I. Trees that are dead or damaged as a result of wind, fire, snow press, drought, landslide, flooding; or
 - II. Trees as a result of the effects of forest pests or disease that are dead; or
 - III. Trees that require management and control of insect infestation or will die within one year (sanitation timber salvage), as determined by the DM.

9) Debris Piles

- a) Debris piles should be ground or burned at the earliest possible date after harvesting is complete, to [abate the fire hazard](#) and facilitate future silviculture activities. **Licensees are encouraged to transport woody debris to a bioenergy facility rather than burning it.** When indicated in the site plan, piles may be left for furbearer habitat **or biodiversity**.
- b) Slash piled for disposal must be at least 10 metres from standing timber and at least 30 metres from utility lines or any improvement.
- c) The licensee must abate the fire hazard after the FLNRORD has completed a residue and waste survey and within 24 months from the commencement of harvesting.

10) Deposits

- a) At the time of signing the FLTC document, the applicant must provide a security deposit totalling 10% of the estimated stumpage value or \$1,500, whichever is greater.
- b) The deposit must be in one of the following: certified bank draft, certified cheque, money order, or cash.
- c) The deposit **will** not be returned to the licensee until the contractual obligations within the FLTC document have been met.

- d) If, due to extenuating circumstance, the licensee cannot meet certain contractual obligations within the licence document (e.g., hazard abatement), a request for a partial return of the deposit may be made.
- e) A minimum of \$500 from the security deposit will be held until a [fire hazard assessment](#) has been completed. If a fire hazard assessment is not completed within 6 months from the completion of harvesting, it may result in forfeiture of a minimum of \$500 from the deposit for non-compliance with the licence.
- f) A minimum of \$500 from the security deposit will be held until the [fire hazard abatement](#) has been completed. If fire hazard abatement is not completed within 24 months from the commencement of harvesting, it may result in forfeiture of a minimum of \$500 from the deposit for non-compliance with the licence.
- g) If a Post Harvesting Report and an electronic submission into RESULTS is not satisfactorily completed and submitted to the DM within 60 days of the completion of harvest or snow free conditions, it may result in forfeiture of a minimum of \$500 from the deposit for non-compliance with the licence.
- h) The [Advertising, Deposits, Disposition and Extension Regulation](#) provide direction regarding deposits.

11) Douglas-fir Management

- a) Salvagers are expected to follow the [Douglas-fir Management Guidelines for the Prince George Forest Region](#) when harvesting Douglas-fir.

12) Electronic Submission

- a) As of February 28, 2007, all SSS applications that will create any openings (0.25 hectares or greater in size) must be submitted through the [Electronic Submission Framework](#) (ESF).
- b) For professional applications (including undeveloped, competitive FLTCs), it is mandatory for the applicant to submit digital data via ESF. Do not complete the ESF submission until the forest licensee referral has been completed.
- c) To reduce administrative costs, adjacent blocks **with a total combined area of less than 5 hectares that are on the same map sheet and within the same standards unit in the site plan** are to be submitted as one block.
- d) It is recommended that all applications be run through the ILRR [Map Inquiry tool](#) or the [Spatial Overlay Engine](#) in Mapview before submitting to FTA to avoid any obvious conflicts.
- e) When GPS'd boundaries conflict with private land boundaries in the corporate cadastre file, the licensee must confirm that the application does not encroach on private land by locating the survey pins and notifying the district that the conflict is due to mapping errors in the cadastral data. Legal Surveys are required when harvesting adjacent to private property.
- f) Do not corrupt "good data" to fit "bad data" that may be in the corporate warehouse. Send us an email to fix the positional accuracy of the problem data in the warehouse.

- g) The tenure Exhibit 'A' map will be developed from the digital data for the GPS traversed cutting boundaries and skid trails submitted through ESF. The Exhibit A map outlines the external boundary of the area to which harvesting is authorized under the FLTC.
- h) As of April 1, 2007, licensees are responsible for the [RESULTS information submission](#) via ESF within 60 days of harvest completion using the [template](#) as the guide for information that must be contained in the XML file (warning: the "planned area" in FTA must not be less than the "gross area logged" submitted into RESULTS).
- i) The RESULTS submission must be completed before submitting the post harvest report to the DM.
- j) The submission ID must be recorded on the professional application and post harvest report.
- k) The **FLNRORD** will complete ESF submissions into FTA and RESULTS for conventional applications and competitive FLTCs.
- l) Any issues with ESF and xml errors must be put through Business Service Desk.
Call 1-866-952-6801, email NRSEnquiries@gov.bc.ca or go online to <https://nrsservicedesk.gov.bc.ca/> if you have problems or questions.

13) Extensions to the Term of the FLTC

- a) Extensions will only be granted to the term of these licences in situations that are beyond the control of the licensee such as forest closures due to extreme fire hazard. As such, it is important to ensure the requested term is sufficient to complete all operations on the site.
- b) Requests for FLTC extensions must include a written rationale for why the contractual obligations could not be met during the term of the licence. The request should be submitted to the DM at least 2 weeks prior to the expiration of the FLTC.

14) Fire **Prevention**

- a) It is the licensee's obligation to determine the [weather station](#) that is representative of their operational area, check the [fire danger rating](#) and comply with the [restrictions on high risk activities](#).
- b) **The licensee must provide the BC Wildfire Service with their emergency contact information if they propose to carry out industrial activity between March 1 and October 31 of that year. They must complete the [Emergency Contact Information Form](#) and submit it to the Prince George Fire Centre, at (250) 565-6126 or BCWS.PGFCDispatch@gov.bc.ca, by March 1, every year.**
- c) **The licensee must complete a [fire hazard assessment](#) using the guidance provided in [A Guide to Fire Hazard Assessment and Abatement in British Columbia](#).**
- d) **The [Interpretive Bulletin on the Application of the Wildfire Regulation for the Forest Industry](#) and [Wildfire Prevention website](#) provide more information.**

15) First Nations Consultation

- a) **FLNRORD** is required to consult with First Nations (FN) on all tenures that are issued.
- b) To reduce workload for FN and the **FLNRORD**, the **FLNRORD** will complete a minimum of 60 day consultation for First Nation review and comment on the Small Scale Salvage Strategic Plan. The **FLNRORD** will complete further consultation with FN if a small scale salvage referral is within an area of known FN concern or outside the scope of the strategic plan.

16) Invasive Plants

- a) All machinery and equipment capable of carrying invasive plant propagules (e.g. seed, bud or root) should be cleaned prior to moving on and off site. The [pocket guide](#) provides best practices for preventing the spread of invasive plants.
- b) The Invasive Plant Council of BC provides Targeted Invasive Plant Solutions (T.I.P.S.) for [forestry operations](#) and [seed mixtures](#).

17) Isolated Patches

- a) Small scale salvage is to target the harvest of small, isolated patches of timber that are dead and/or in danger of being significantly reduced in value, lost or destroyed and would otherwise not be harvested.
- b) Small clearcuts should not to be proposed within areas of continuous beetle damaged types, fire killed, diseased or wind thrown trees that should be addressed via a larger clearcut (i.e. removing a small clearcut from a potential large clearcut). These areas should be addressed by a major licensee, non-replaceable forest licensee or BCTS.
- c) Harvesting adjacent to existing cutblocks will be considered on a cutblock basis and will depend on the type of salvage activity.

18) Landings

- a) Landing construction should be avoided and existing landings should be utilized whenever possible.
- b) Landing areas must be included in the FLTC Exhibit A area and any trees cut on the landing will count towards allowable volume issued under the FLTC.
- c) Timber from no more than one licence should be skidded to one landing at one time.
- d) Landing ditches must be cleared of debris and natural drainage must be maintained, and/or restored as necessary.

19) Land Status

- a) It is up to the applicant to check potential salvage areas for other encumbrances or tenures so as to not be in conflict with them.
- b) Private land, Indian reserves, parks or protected areas are examples of areas that will not be considered for small scale salvage.
- c) An FLTC can only be issued on vacant Crown land.

- d) The following tools are available for checking land status:
 - i. The [Integrated Land and Resource Registry \(ILRR\)](#) provides a single source of reliable information on *Crown Land* legal interests.
 - ii. Potential *private land* conflicts can be checked at [BC Land Title & Survey \(LTSA\)](#) or by emailing FrontCounter BC at: FrontCounterBC.PG@gov.bc.ca.

20) Layout

- a) Applicants must not hang boundary or skid trail ribbon in the field until after the referral process has been completed.
- b) All clearcut areas must be flagged with orange cutting boundary ribbon prior to harvest commencement. To prevent unauthorized harvest, old boundary ribbon must be removed if an application is not approved or the boundary is amended.
- c) For damaged timber next to utility lines, proposed or existing fence lines, and public roads the maximum clearing width is 30 metres on either side. The exception is when a natural boundary is followed to reduce windfall and the isolation of timber.
- d) Landing must not exceed 0.3 hectares in size and be at least 40 metres from a stream, wetland or lake and outside its respective Riparian Management Zone.
- e) The maximum total clearing width is 25 metres for new road right-of-ways in green timber.

21) Legislation

- a) Forestry legislation applies to all small scale salvage harvesting. Forestry legislation means the statutes and regulations of the *Forest Act*, and the *Forest and Range Practices Act*. They can be viewed on the BC Laws website <http://www.bclaws.ca/>.
 - i. Accuracy of information submitted
[Part 7, Section 105.1 of Forest Act](#)
 - ii. Burning
[Part 4, Section 22 of the Wildfire Regulation](#)
 - iii. Content of forestry licence to cut
[Part 3, Section 47.7 of Forest Act](#)
 - iv. Correcting stumpage rates when inaccurate information was provided
[Part 7, Section 105.2 of Forest Act](#)
 - v. Excess harvest penalty for forestry licence to cut
[Division 1, Section 2 of the Cut Control Regulation](#)
 - vi. Excessive soil disturbance
[Section 35 of the Forest Planning and Practices Regulation](#)
 - vii. Favourable weather for smoke dispersion
[Section 8 of the Open Burning Smoke Control Regulation](#)
 - viii. Fire prevention (precautions, hazard assessment and abatement)
[Part 2 of the Wildfire Regulation](#)
 - ix. Harvesting within the riparian areas
[Part 4, Division 3 of the Forest Planning and Practices Regulation](#)

- x. Heritage protection
[Part 2, Section 13 of the *Heritage Conservation Act*](#)
 - xi. Invasive plants
[Section 47 of the *Forest and Range Practices Act*](#) and the [Invasive Plant Regulation](#)
 - xii. Limit on total cut for forestry licence to cut
[Part 4, Division 3.1, Section 75.21 of the *Forest Act*](#)
 - xiii. Logging Tax
<http://www2.gov.bc.ca/gov/topic.page?id=AE72324B312F4E8BBD80225C7821D494&title=Logging%20Tax>
 - xiv. Resource features and wildlife habitat features
[Part 4, Division 6, Section 70 of the *Forest Planning and Practices Regulation*](#)
 - xv. Road use under a forestry licence to cut
[Part 5, Section 79.2 of the *Forest Planning and Practices Regulation*](#)
 - xvi. Refund or forfeiture of deposit
[Part 3 of the *Advertising, Deposits, Disposition and Extension Regulation*](#)
 - xvii. Secondary structure retention in MPB affected stands
[Section 43.1 of the *Forest Planning and Practices Regulation*](#)
 - xviii. Wildlife tree retention areas under FRPA - managing and tracking
[FRPA General Bulletin # 8](#)
 - xix. Worker safety
[Workers Compensation Act](#) and
[Part 26 of the *Occupational Health and Safety Regulations*](#)
- b) These sites should be checked periodically for changes in legislation. Also, check the date the site was last updated to ensure it is current. The Province of British Columbia does not warrant the accuracy or completeness of these statutes and regulations, and in no event will the Province be liable or responsible for damages of any kind arising out of the use of this document or these internet sites.

22) Limit on Number of FLTCs

- a) Applicants will be limited to a maximum of three (3) FLTC's under which primary timber harvesting operations have not been completed and a maximum total **direct award** volume of **6,000 m³** from all issued FLTCs for the period of April 1st to March 31st.
- b) Primary timber harvesting operations is defined as falling and yarding of timber to a central landing, roadside or drop area.

23) Maps

- a) The provincial [Mapping Standards](#) describe minimum standards for a map that must accompany a professional application for an FLTC.
- b) [Mapview](#) or [iMapBC](#) can be used to make a map.
- c) The [Small Scale Salvage Planning Map](#) identifies potentially available **polygons of damaged timber** that are less than 10 hectare in size. To navigate to these stands, download [Avenza Maps](#) onto your Android, iPad or iPhone and import this map. It is intended to narrow the search by removing areas that are not available but does not

guarantee an application will be approved. Proposed harvesting must still be referred to forest licensee(s) and assessed in the field to ensure it meets the guidelines for small scale salvage.

24) Notifications

- a) The **applicant** must notify the trapper at least **30 days** prior to **submitting the FLTC application**. Use **iMap** to determine the trapline area by activating and identifying these layers. Add the trapline area by selecting “add provincial layers”, “licences & permits”, “trapline boundaries”. With your cursor over your FLTC area, right click to show options and then select “what’s here (identify)”. Record the trapline area identifier. The contact information for trappers is obtained from **Paula Allen in Fort St James or Samantha Poole in Vanderhoof**. The notification to the trapper must be in writing with a copy **emailed to the district small scale salvage mailbox sss.dsn@gov.bc.ca**.
- b) The **applicant** must notify the guide outfitter at least **30 days** prior to **submitting the FLTC application**. Use **iMap** to determine the guide outfitter area by activating and identifying these layers. Add the guide outfitter area by selecting “add provincial layers”, “parks recreation and tourism”, “guide outfitter area”. With your cursor over your FLTC area, right click to show options and then select “what’s here (identify)”. Record the name of the guide outfitter. The contact information for guide outfitters is obtained from **Paula Allen in Fort St James or Samantha Poole in Vanderhoof**. The notification to the guide outfitter must be in writing with a copy **emailed to the district small scale salvage mailbox sss.dsn@gov.bc.ca**.
- c) The licensee must notify the DM or designate prior to harvesting and upon completion of operations by sending an email that includes the FLTC number (e.g. A12345) to the district small scale salvage mailbox **sss.dsn@gov.bc.ca**.

25) Old Forest Retention

- a) **FLNRORD** must ensure old forest retention objectives are met as outlined in the **[Prince George Timber Supply Area Biodiversity Order](#)**. The district manager may not accept salvage applications within areas where the old forest retention is nearing the minimum requirements.

26) Performance of Applicant

- a) The *DM or designate* may deny applications based on the degree of risk related to poor performance of the applicant with respect to on the ground practices or failure to meet standards *or obligations* specified in the licence document. Examples of poor performance include, but are not limited to, the following:
 - i. Exceeding the maximum volume specified in the licence.
 - ii. Failure to pay stumpage, residue & waste billing or penalty billing.
 - iii. Harvesting trees reserved from cutting in the Schedule B of the FLTC document.
 - iv. Not completing or failure to harvest an issued FLTC.
 - v. Excessive soil disturbance as a result of harvesting activities.

- vi. Failure to dispose of logging debris.
 - vii. Failure to comply with WorkSafe BC acts and regulations.
 - viii. Failure to complete referrals, notifications prior to harvesting, **hazard assessment**, Post Harvest Report or ESF submission into RESULTS.
- b) Any rejection of an application based on the performance of the applicant will be in writing from the DM or their designate and will be consistent with [Section 81 of the Forest Act](#) and the [Performance Based Harvesting Regulation](#).

27) Planning

- a) A Forest Stewardship Plan (FSP) is not required ([Section 3 of FRPA](#)) because FLTCs issued under SSS are not a [major licence](#).
- b) To assist with planning, [shape files](#) are available for Agriculture Development Areas, Licensee Operating Areas, Settlement Reserve Areas, Community Forests and the high arch layer in the Vanderhoof area.
- c) Salvagers are expected to follow local plans and land use objectives.
 - i. Fort St James Crown Land Plan Map
http://www.for.gov.bc.ca/ftp/dva/external!/publish/SSSAttachments/FortStJames_CLP_Jun_e2014.pdf
 - ii. Fort St James Lakeshore Classifications
<http://www.for.gov.bc.ca/ftp/DJA/external!/publish/lakeclass/>
 - iii. Fort St James Land and Resource Management Plan
https://www.for.gov.bc.ca/tasb/slrp/pdf/lrmp/Fort%20St%20James_LRMP.pdf
 - iv. Fort St James Scenic Areas
https://www.for.gov.bc.ca/ftp/DJA/external!/publish/Scenic%20Areas-VQOs_DJA/
 - v. Vanderhoof Crown Land Plan Map
http://www.for.gov.bc.ca/ftp/dva/external!/publish/SSSAttachments/Vanderhoof_CLP_Jun_e2014.pdf
 - vi. Vanderhoof Lakeshore Classifications
<https://www.for.gov.bc.ca/ftp/DVA/external!/publish/Web/DVA%20Data-Operational%20Planning/Updated%20May%202017/Lakeshore%20Classifications-Draft%20Plan/>
 - vii. Vanderhoof Land and Resource Management Plan
<http://www.for.gov.bc.ca/tasb/slrp/plan92.html>
 - viii. Vanderhoof Scenic Areas
<https://www.for.gov.bc.ca/ftp/DVA/external!/publish/Web/DVA%20Data-Operational%20Planning/Updated%20May%202017/Scenics/>

28) Post Harvesting Report

- a) For professional applications, the [Post Harvesting Report](#) indicates successful completion of harvest activities and compliance or non-compliance with tenure obligations and legislated requirements.

- b) The Post Harvesting Report must be submitted to the DM within 60 days of the completion of harvest or snow free conditions. An electronic RESULTS submission is also required at this time.
- c) The use of the post harvesting report does not preclude any actions from being taken by Ministry Compliance and Enforcement (C&E) staff as a result of their inspections.

29) Professional Application for an FLTC

- a) The [Professional Application](#) was implemented to facilitate a consistent submission package and to require an RPF or RFT to certify that the information in the application is accurate and that it meets the guidelines, conditions and expectations outlined in this document.
- b) It is recommended that applicants discuss their harvesting proposal with Nathan Voth or his designate before applying or laying it out to minimize any re-submissions or re-work. Discussions will include known concerns from local knowledge and land use objectives based on status of the land.
- c) The applicant must re-apply if an FLTC has not been issued within one year of the professional application ESF submission date.
- d) The professional **must use the full legal name of the applicant** as registered with the **FLNRORD** when completing documents for small scale salvage clients. This can be their first, middle and last name, a registered company or a registered society.
- e) The professional is responsible for ensuring all land status conflicts are resolved prior to submitting an application and provide related documentation with the application.
- f) Where possible, combine small patches together, but not exceeding 2,000 m³, into one Licence that was typically split into several licensees in the past. This will minimize paper work at both ends and associated administration costs.
- g) The total volume planned for harvest entered into the professional application is the estimated volume per hectare multiplied by the area (not a generic 2,000 m³). Two methods for estimating volume per hectare are:
 - i. using the formula [prism BAF x tree count x (average tree height divided by 3)], or
 - ii. looking it up in Table 2-1 on page 2-25 of the [Cruising Manual](#) (stems per hectare is calculated by multiplying the tree count from a 5.64 metre radius plot by 100).
- h) The professional application package **must include** the following:
 - i. Application for Forestry Licence to Cut
 - ii. Stumpage rate request form
 - iii. Documentation of forest licensee referral(s)
 - iv. Two 1:10,000 maps of the area proposed for harvest
 - v. Two 1:50,000 location maps of the area proposed for harvest
 - vi. Electronic submission in FTA
 - vii. Site plan

and must also include the following if applicable:

- viii. Documentation of referral to range permittees
- ix. Documentation of notification to trappers and guide outfitters
- x. Maintenance agreement with the road permittee
- xi. Road Use Permit application (if total volume exceeds 2,000 m³)
- xii. Written permission from the Ministry of Transportation and Highways, BC Hydro, BCTC, Telus or Pacific Northern Gas
- xiii. CMT surveys
- xiv. Archaeological impact assessment
- xv. Authorization to damage and repair a range development on crown range

30) Range

- a) Natural range barriers must not be removed by salvage operations. The applicant must confirm with the range holder that there are no natural range barriers and if there are natural range barriers then a suitable plan needs to be developed that is satisfactory to the range holder.
- b) The applicant must confirm with the range agreement holder that there are no range developments and if there are range developments the licensee must request an authorization to damage and repair a range development on crown range.
- c) The contact information for range tenure or grazing lease holders can be obtained from Karen Tabe or Christine Friedrichsmeier.

31) Referrals

- a) The applicant must refer their proposed harvesting by email, with “Referral for Small Scale Salvage” and the applicant’s last or company name in the subject heading, to:
 - i. forest licensee(s) determined from the [operating area map](#), [First Nation licence map](#) and [contact list](#),
 - ii. district small scale salvage mailbox sss.dsn@gov.bc.ca,
 - iii. district FN advisor fn.dsn@gov.bc.ca, and
 - iv. if applicable, the contact(s) within subsections c), d), e) and f),less than two years prior to submitting a professional application to the district. Email referrals **must include** shape files, [licensee referral form](#), 1:50,000 map and 1:10,000 map with the proposed harvesting and road construction. Each proposed block and road must have a label for identification. Referrals should be grouped by licensee and geographic area but not exceed a total of 8,000 m³ per year.
- b) If forest licensees do not reply by email within 30 days of receiving a complete email referral, the **FLNRORD** will assume the proposed small scale salvage application is not within another licensee’s proposed block to be harvested. Forest licensees must provide a reason if they cannot agree with proposed small scale salvage.
- c) Applicants are to check the [range maps](#) to determine if the salvage proposal overlaps or is adjacent to range tenure or grazing lease. The applicant must refer their proposed harvesting to affected range tenure or grazing lease holders.

- d) Proposed harvesting within an Agriculture Development Area must follow the [implementation policy](#) process for the [Order](#) prior to submission and DM review. Proposed harvesting within a Settlement Reserve Area must meet the [land use objectives](#) and be approved by a Land Officer prior to layout. Email Dan Stanyer at FrontCounterBC.PG@gov.bc.ca.
- e) Contact **FLNRORD**, Ecosystems Section if planning to harvest in a Conservation Land (Conservation Land includes but is not limited to: Fish and Wildlife Reserves, [Ungulate Winter Range](#), Wildlife Habitat Management Areas). Email Habitat.Referrals@gov.bc.ca.
- f) Harvesting proposals within BCTS operating areas will require preapproval with BCTS staff prior to any work being completed. Likelihood of BCTS approval will be higher if proposals align with areas identified by BCTS as having small scale salvage opportunity.

32) Residue and Waste

- a) Incomplete harvesting or log decks remaining on site at the expiry of the licence become property of the Crown and may be subject to waste billing and disposal.
- b) Completing residue and waste surveys is the responsibility of the **FLNRORD**.
- c) When harvesting is completed, it is the licensee's responsibility to notify Sue Forshner in Fort St James or Paul Dunn in Vanderhoof to facilitate a residue and waste survey prior to debris disposal.
- d) The **FLNRORD** will complete residue and waste surveys on **some** FLTCs. However, the district average may be applied to expedite debris disposal for the purpose of fuel management.

33) Review of Application

- a) Once the application is received by the district manager, an office and/or field inspection may be completed to ensure district expectations are being met (consistency with the strategic plan and guidelines).
- b) Applications will be processed on a first come first serve basis.
- c) If all of the application requirements have been met, a professional application will normally be processed within two weeks of receiving the **complete** application. However, processing time will be longer than two weeks if an application is incomplete or FN consultation is required.

34) Riparian Areas

- a) Harvesting within the riparian areas adjacent to streams, wetlands and lakes must be consistent with [Division 3 of the Forest Planning and Practices Regulation](#).

35) Road Construction and Deactivation

- a) If a Forestry Licence to Cut (FLTC) applicant needs to construct a road on Crown land outside of the FLTC area, the holder may apply under [section 115 of the Forest Act](#) for a road permit to authorize the construction and use of road.

- b) Where roads will be required the applicant must first receive agreement from **FLNRORD** prior to submitting a [Road Permit application](#) and should not be longer than 500 metres.

36) Road Use

- a) Identify all roads that will be utilized for hauling, including, road kilometres (e.g. 15-25 km on the 100 Road) and road status (i.e., FSR, road permit, Ministry of Transportation and Highways) on the application.
- b) As per [section 79.1 of FPPR](#), minor salvage operations are exempt from obtaining a Road Use Permit or Road Permit when using roads where they will not carry out **any** maintenance to the road other than the road surface, and the minister is satisfied that the use of the road will not materially affect the use of the road by others, or adversely impact forest resources. A Road Use Permit is required if the total timber volume to be removed exceeds 2,000 cubic meters. The [Road Use Permit application](#) is to be included the professional application package.
- c) Industrial users of road(s) under permit to another user must notify the permit holder of their intended use of the road and reach a maintenance agreement with the permit holder. A signed maintenance agreement with the primary user of the road must be submitted to the district manager prior to the issuance of a Forestry Licence to Cut.
- d) Applicants may be liable to pay for road maintenance to the primary user of the road.
- e) Applicants using a Forest Service Road or Road Permit road are required to give notice to those responsible for the road at least 5 days prior to using the road.
- f) Where the road is not a Forest Service Road or Road Permit road, applicants are required to maintain the road surface and return the road to the condition it was in prior to their use.

37) Safety

- a) **FLNRORD** obtained recognition as a Safety Accord Forestry Enterprise (SAFE) certified organization in 2016. Small scale salvagers are encouraged to obtain SAFE certification but it is not a requirement for most FLTCs. Information on how to be SAFE certified is available at <http://www.bcforestsafe.org/node/2790>.
- b) Licensees that use Crown land as workplaces are considered [owners](#) under the *Workers Compensation Act*.
- c) The owner of a worksite has [responsibilities](#) for a safe and healthy workplace.
- d) Licensees are the prime contractor and must comply with [WorkSafe BC](#) acts and regulations.

38) Secondary Structure Retention

- a) Targeted pine leading stands with an adequate stocking density of suitable secondary structure are to be excluded from cutblocks or harvested in a manner that protects an adequate stocking density of suitable secondary structure, unless the regulation or the district manager provides an exemption from doing so (see [section 1 \(4\) of FRPA](#) for the definition of **terms**).

- b) Section 43.1 of FRPA provides automatic exemptions from protecting secondary structure for things like safety, road rights of way, if there is a significant risk of windfall or the area needs to be harvested to protect a community or other area from wildfire.

39) Silviculture Levy and Reforestation

- a) The **FLNRORD** district manager has the legal obligation ([Section 46 \(1\) of FPPR](#)) for reforestation of openings created by small scale salvage that are one hectare or greater in size and it is **FLNRORD** policy that all openings are managed to ensure they are restocked.
- b) Unless exempted by the district manager, a silviculture levy will be collected on all conifer grades 1, 2 and 4. The silviculture levy will be \$5.86 per m³ in the Stuart Nechako Natural Resource District. It is [calculated annually based on covering the district manager's anticipated silvicultural costs](#).

40) Site Plans

- a) Forest professionals must use the [Site Plan template](#) and [Reference Guide for FDP Stocking Standards](#) when preparing small scale salvage site plans.

41) Skid Trails

- a) All proposed access trails and landings must be flagged in the field and indicated on the site plan prior to submitting the application.
- b) Skid trails must be included in the Exhibit A and any trees cut will count towards allowable volume under the issued FLTC.
- c) The maximum skid trail width allowed is 5 metres.
- d) When choosing skid trails, use existing openings to the greatest extent possible.
- e) The volume of incidental green timber required for access to the salvage timber should be minimized.
- f) There shall be no excavated or bladed trails unless identified in the site plan and agreed to by **FLNRORD**.
- g) Skidding through plantations should be avoided wherever possible.
- h) If access through a plantation is required, this must be explicitly indicated on the application.
- i) Skid trails must be deactivated such that the skid trail surface is a stable, natural surface, drainage patterns are maintained and sediment delivery to any water course is minimized.

42) Timber Marking

- a) Prior to the commencement of harvesting, the timber mark and block number must be posted at the entrance of each block.
- b) The [Timber Marking and Transportation Standard Operating Procedure](#) must be followed.

- c) On December 17, 2012, the Regional Executive Director granted [permission to not use signs/paint for marking timber on detachable truck trailers](#).

43) Volume Limit per FLTC

- a) Section 2 of the *Forestry Licence to Cut Regulation* specifies a maximum volume of 2,000 m³ for non-competitive FLTCs and 5,000 m³ for competitive FLTCs.
- b) Accurate assessment and tracking of volumes is critical to ensure the FLTC volume limit (specified within the license document) is not exceeded.
- c) Any incidental volume or volume removed in conjunction to skid trails counts towards the allowable volume issued under a FLTC.
- d) Residue and waste is included in the total volume for the FLTC.
- e) **If the FLTC volume limit is exceeded, it will result in a penalty** as per [Section 2 of the Cut Control Regulation](#).

44) Wildlife Travel Corridors

- a) The FLNRO would like to ensure the connectivity of wildlife travel corridors is maintained. Salvage applications may be rejected by FLNRO during the email referral process if the proposed salvage removes the connectivity of a wildlife travel corridor.

45) Windfall

- a) Operations must not increase the potential for windfall.

4. Contact Information

The following **FLNRORD** staff may be contacted for specific information related to their fields of expertise:

Fort St James Office

Mailing Address: PO Box 100, Fort St James, BC, V0J 1P0

Physical Address: 2537 Stones Bay Road, Fort St James

Phone: (250) 996-5200 Facsimile: (250) 996-5290

| Staff | Field of Expertise | Phone # | Email |
|-----------------------------|---|----------------|--|
| Faye Palma, Receptionist | Mail distribution, directing enquiries | (250) 996-5200 | Faye.Palma@gov.bc.ca |

| | | | |
|--|---|----------------|--|
| Heather Carson Advisor, FN Relations | First Nations consultation | (250) 996-5200 | fn.dsn@gov.bc.ca |
| Michael von Buttler, Natural Resource Specialist | Applications in the former Fort St James Forest District | (250) 996-5200 | Michael.vonButtler@gov.bc.ca |
| Paula Allen, Client Service Representative | Licence documents, release of deposit | (250) 996-5200 | Forests.FortStJamesDistrictOffice@gov.bc.ca |
| Sue Forshner, Scaling Supervisor | Scaling, timber marking, residue and waste | (250) 996-5200 | Sue.Forshner@gov.bc.ca |

Vanderhoof Office

Mailing Address: PO Box 190, Vanderhoof, BC, V0J 3A0

Physical Address: 1560 Highway 16 East, Vanderhoof

Phone: (250) 567-6363 Facsimile: (250) 567-6370

| Staff | Field of Expertise | Phone # | Email |
|---|---|----------------|--|
| Bob Ferris, Authorizations Technologist | Applications south of the Nechako River | (250) 567-6363 | Bob.Ferris@gov.bc.ca |
| Brian Atwood Authorizations Technologist | Applications north of the Nechako River | (250) 567-6363 | Brian.Atwood@gov.bc.ca |
| Christine Friedrichsmeier, Natural Resource Specialist | Invasive plant, forest health and range | (250) 567-6363 | Christine.Friedrichsmeier@gov.bc.ca |
| Courtnee Morin, Receptionist | Mail distribution, directing enquiries | (250) 567-6363 | Courtnee.Morin@gov.bc.ca |
| Delee Anderson, Tenures Forester | Small scale salvage reforestation | (250) 567-6363 | Delee.Anderson@gov.bc.ca |

| | | | |
|---|--|----------------|--|
| Karen Tabe Range Officer | Range | (250) 567-6363 | Karen.Tabe@gov.bc.ca |
| Nathan Voth, Resource Operations Supervisor | District small scale salvage leader | (250) 567-6363 | Nathan.Voth@gov.bc.ca |
| Paul Dunn, Revenue Technician | Scaling, residue and waste | (250) 567-6363 | Paul.Dunn@gov.bc.ca |
| Steve Payne, Advisor, FN Relations | First Nations consultation | (250) 567-6363 | fn.dsn@gov.bc.ca |
| Samantha Poole , Resource and Contract Administrator | Licence documents, release of deposit | (250) 567-6363 | Samantha.Poole@gov.bc.ca |

5. Websites

For the more information regarding small scale salvage please see the:

District website

<http://www.for.gov.bc.ca/dva/>

Provincial website

<https://www2.gov.bc.ca/gov/content/industry/forestry/forest-tenures/timber-harvesting-rights/licence-to-cut/small-scale-salvage>