

**Project No. 012115-08**

March 20, 2017

Mr. Gordon Cumming  
Algonquin Forestry Authority (AFA)  
222 Main Street W.  
Huntsville, ON  
CAN, P1H 1Y1

**SUBJECT: REGISTRATION PROGRAM**

Dear Mr. Cumming,

Please find attached the Audit Report raised as a result of our S1 of your management system to the CAN/CSA - Z809-2008 standard conducted in your Huntsville facility on Nov 21, 2016.

We thank you and your organization for the support and co-operation given during the audit.

Best regards,  
**SAI Global**

Rod Seabrook

Team Leader  
Encls.

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## SUSTAINABLE FOREST MANAGEMENT SYSTEM

### CAN/CSA-Z809-2008

**Auditee:** Algonquin Forestry Authority (AFA)  
**Address:** 222 Main Street W. Huntsville Ontario  
CAN P1H 1Y1

**Contact:** Mr. Gordon Cumming  
**Date(s) of Audit:** Nov 15, Nov 21 to Nov 23, 2016  
**Total Number of Audit Days:** 4.00  
**Audit Team Leader:** Rod Seabrook  
**Type of Audit:** S1  
**Audit Frequency:** Annual  
**SIC / NACE Code:** 0851 A02.0

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- 2.. Description of the Defined Forest Area (DFA)
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### REPORT DISTRIBUTION

Algonquin Forestry Authority (AFA)  
SAI GLOBAL File  
Rod Seabrook

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**SECTION 1 - EXECUTIVE SUMMARY**

<b>Scope #</b>	<b>Scope Description</b>
1	The Sustainable Forest Management System as it applies to the defined forest area which includes the entire Algonquin Provincial Park Forest.

**Site:**

Algonquin Forestry Authority (AFA)  
222 Main Street W.  
Huntsville  
Ontario  
CAN, P1H 1Y1

**Summary of Audit Findings:**

A 12 month surveillance audit was conducted on November 15, 2016 (off-site) and November 21 – 23, 2016 (on-site) on the Algonquin Forestry Authority, Algonquin Park Forest sustainable forest management system. Four nonconformance and one Opportunity for Improvement were identified. The audit team found that the Algonquin Forestry Authority's SMF system generally conforms to the requirements of CAN/CSA Z809-2008 and adheres to the company's requirements, <<with the exception of the noted nonconformities. Failure to provide action plans as arranged with SAI Global and/or to implement correction and corrective action within the nominated time frames may lead to a recommendation that the Algonquin Forestry Authority's certification be suspended. Two positive attributes of the management system were also noted.

**Recommendations:**

The results of this Surveillance Audit indicate that the Management System of the Algonquin Forestry Authority (AFA) is suitable and effective with the exception of the areas of non-conformance identified during the audit. The areas of non-conformance must be resolved within a 60-day time frame. If the areas of non-conformance are not resolved by the agreed corrective action date, the registration suspension process will commence.

Upon successful resolution of the areas of non-conformance the Algonquin Forestry Authority (AFA) will continue to be recommended for registration to the CAN/CSA-Z809-2008.

**SECTION 2 - DESCRIPTION OF THE DEFINED FOREST AREA (DFA):**

**Geographic Locations, Forest Types, Size, Legal Tenure and SLF Description:**

**Area of DFA: 680,749 ha**

**Legal Tenure / Licence Description:**

The entire Algonquin Park forest constitutes the Defined Forest Area (DFA). Forest management activities occur only within the Recreation and Utilization Zone (R/U zone) of the Park as defined in the Algonquin Provincial Park Management Plan.

**Volume and Species Harvested):**

Algonquin Park Forest	
Tree Species	Percentage of DFA Area
Pwr	17%
SPF	10%
TOL	49%
INT	8%
OC	8%
MXWD	9%
Total	100 %

Algonquin Park Forest (2014-15)	
	Volume Harvested (m3)
Softwood	151,565
Hardwoods	215,666
Biofibre (mixedwood)	1,628
Total	368,859

**SECTION 3 - ORGANIZATION:**

**Description of the DFA Workforce:**

The AFA has approximately 34 permanent and seasonal staff. There are approximately 300 people involved in forestry operations in the Algonquin Park forest, most as contractors working directly for the AFA.

**Management Objectives and Responsibilities on the DFA:**

Forestry on Crown lands in Ontario is governed by the requirements of the Crown Forest Sustainability Act (1994). The purpose of the Act is ‘to provide for the Sustainability of Crown forests and, in accordance with that objective, to manage Crown forests to meet social, economic and environmental needs of present and future generations.’

The AFA sets management objectives consistent with the requirements of the CFSA during forest management planning. The four key objectives set within the plan cover

biodiversity, forest cover, social and economic requirements, and silviculture. Further objectives are set within the sustainable forest management plan developed by the AFA for Algonquin Park. They cover the six criteria required by CAN/CSA Z808-08.

The AFA is responsible for planning and implementation of the forest management plan, while Ontario Parks is responsible for approval and oversight of the AFA's activities.

#### **Aboriginals Consultation Process:**

First Nations are consulted throughout the development and implementation of the Forest Management Plan for the Algonquin Park forest. First Nations are either involved through regular public consultation opportunities or through a customized process defined by the community. First Nation members are actively involved with the forest management planning team, the local citizens committee and the forest certification advisory group. There are no identified Metis interests in the Algonquin Park Forest.

The AFA Sustainable Forest Management Policy contains a commitment to working cooperatively with local Aboriginal communities to identify and implement ways of achieving a more equal participation by Aboriginal communities in the benefits provided through forest management planning in Algonquin Park. Throughout the development of the 2012 SFM Plan the AFA held discussions with Algonquin communities. Aboriginal VOITs were revised in response to Algonquin concerns and updates were made to socio-economic targets. Negotiations between the Algonquins and the Crown were ongoing with respect to an Aboriginal land claim that affects a major portion of the DFA. An Agreement-in-Principle between the Algonquins of Ontario and the Federal Government was reached in 2016. The AFA has stated that it is committed to monitoring the progress of land claim negotiations and expressed a willingness to recognize associated treaty rights once finalized and where possible, contribute to any economic benefits.

#### **SECTION 4 - AUDIT FINDINGS:**

<b>Scope #</b>	<b>Registration Scope Description</b>
1	The Sustainable Forest Management System as it applies to the defined forest area which includes the entire Algonquin Provincial Park Forest.

#### **Audit Objective:**

##### **Stage 2 – 12 month surveillance audit**

To confirm the management system complies with the applicable elements of the Standard; to confirm the organization complies with its own policies and procedures; to confirm the management system is suitable for the organization; to confirm that the management system is suitable and effective, and enables the client to achieve its own objectives.

**Audit Criteria: CSA Z809:2008**

**Audit Scope:** Facilities/organizational units/functional units audited are:

- 222 Main Street W., Huntsville, ON
- Algonquin Park Forest

**Description of SAI Global and the SAI Global Audit Team:**

SAI Global is a third party management system certification Registrar. Established in 1984, SAI Global has worked with thousands of organizations in North America and around the world, issuing registration certificates to those that meet international and national management system standards.

The SAI Global Sustainable Forest Management audit team members bring with them considerable experience in the area of sustainable forest management and environmental management systems auditing. Audit teams are comprised of certified auditors and registered professional foresters. All audit team members are subject to strict confidentiality and conflict of interest agreements.

The following personnel conducted this audit:

**Audit Team**

<u>Position</u>	<u>Name</u>
Team Leader	Rod Seabrook

**Audit Coverage:**

**Noted Deviations from the Audit Plan: none**

**Operations / Cut-Blocks Visited during the field audit include:**

<b>Algonquin Park Forest</b>	
<b>Block / Road Number / Name</b>	<b>Type of Operation Observed</b>
<b>OPU 2302</b>	<b>Harvest operation – skidding, slashing road maintenance – tree marking; culvert installation; portable bridge installation</b>
<b>OPU 2193</b>	<b>Completed harvest</b>
<b>Km 10.5 Axton Lake Rd.</b>	<b>Portable bridge installations (2)</b>

**Personnel (ie Staff/contractors) interviewed in the field:**

AFA:

- Area Manager
- Operations Supervisor

Lemay:

- Contractor
- Supervisor
- Slasher operator
- Skidder operator

**Members of the public participation process interviewed:**

- Member - AFA Board of Directors
- Member - General Public
- Member - Muskoka Watershed Council – via email
- Employee - Canadian Forestry Service
- Member - Ontario Archaeological Society – via email

**Provincial Government personnel interviewed:**

- Forester - Algonquin Park
- Forestry Technician Specialist – Algonquin Park

**Aboriginal People interviewed:**

- Chief - Ardoch Algonquin First Nation – via email

**VOITs verified (field & office)**

Indicator	Description	Field and/or Office	Improvement
1.1.1.1.1	Ecosystem area by type	Office	Last assessment 2012 - No annual update - VOIT will be re-assessed during the development of the 2020 FMP – on track
1.1.1.1.2	Forest area by type	Office	Long term indicator - no annual update – on track
1.1.1.1.3	Forest area by seral stage	Office	Long term indicator – no annual update – forecast as on track
1.1.1.1.4	Total area (ha) by even-aged forest unit in the old growth development stage by the start of each planning term.	Office	Long term indicator – no annual update
1.1.1.2.1	Range of disturbance patch sizes within the Bounds of Natural Variation (BNV)	Office	Long term indicator – no annual update – to be reviewed at Yr 7 AR
1.1.1.2.2	Degree of within stand structural retention	Office	No tree marking inspections failed for residual tree or wildlife tree retention infractions – target met
1.2.1.1.1	Degree of suitable habitat in the long term for selected focal species, including species at risk.	Office	Long term indicator – no annual update – forecast levels on track
1.2.1.2.1	Degree of habitat protection for selected focal species, including species at risk	Office	No reports on non-compliances for Areas of Concern in 2014-15
1.2.1.3.1	Brook Trout Lake and Critical Fish Habitat AOC Integrity	Office	No reports on non-compliances for Areas of Concern in 2014-15
1.2.2.1.1	Status of red spruce as documented in tree marking records, Silvicultural Effectiveness Monitoring (SEM) records and the use of local knowledge	Office	Red spruce occurrences logged in GIS – no new reports for 2014-15
1.2.2.2.1	Hemlock regeneration and recruitment status	Office	Status report completed Aug 2012 - VOIT closed April 2013 - target met
1.2.2.2.1	Proportion of regeneration	Office	No annual update. Next



	comprised of native species* *Native tree species as defined in Trees of Algonquin Provincial Park (Friends of Algonquin Park, 2006)		update scheduled for 2017 – all renewal from natural or seed from local seed sources
1.3.1.1.1	Application of tree marking guidelines	Office/Field	2014-15 tree marking inspections records - no failures due to improper tree marking
1.3.1.1.2	Proportion of seed used in artificial renewal derived from appropriate seed zone	Office	Verified correct seed source records for 2014-15 artificial renewal program
1.4.1.1.1	Identification and protection of zone boundaries	Office	No no-compliances reported for harvest violation of Park zone boundaries in 2014-15
1.4.1.1.2	Proportion of identified sites with implemented management strategies	Office	No annual update – reassessed at next FMP
1.4.2.1.1	Protection of identified sacred and culturally important sites	Office	No reports of non-compliance for AOCs
2.1.1.1.1	Reforestation success	Office/Field	No annual report – next report 2017 – FTG reports indicate on track
2.2.1.1.1	Additions and deletions to the forest area	Office	No annual report – assessment of change to be conducted in 2017
2.2.1.1.2	Proportion of the calculated long-term sustainable harvest level that is actually harvested	Office	100% of the FMP planned harvest area was available – next update 2017
4.1.1.1.1	Net carbon uptake	Office	Last report of carbon stocks 2010 – next report 2020
4.1.1.1.2	Reforestation success	Field/Office	No annual update. Next assessment scheduled for 2017 – trends indicate on track
4.2.1.1.1	Additions and deletions to the forest area	Office	No annual update. Next update scheduled for 2017

**Review of Changes:**

No significant changes have occurred since the previous audit.

**Summary:**

The findings were discussed with Mr. Gordon Cumming. The Audit Team Leader commenced the closing meeting by thanking the Algonquin Forestry Authority (AFA) staff for the cooperation and courtesy extended to the audit team during the audit. In addition, the Audit Team Leader detailed the registration process, the requirements for future surveillance audits, and the re-assessment process. The official closing meeting was attended by the personnel listed in the Meeting Attendees list on file with SAI Global.

**The SAI Global Audit Team recorded the following audit results:**

**Documentation Review:**

The audit team reviewed the SFM documentation (interim SFM monitoring report, SFM plan). The monitoring report was completed for the 2014-2015 operation year and covered all VOITs. The report is publicly available on the AFA internet site. No changes to the SFM plan were made.

**Status of any previously recorded non-conformances (NCRs)**

The implementation and effectiveness of corrective actions relating to the following previously recorded NCR was verified, accepted, and the NCR cleared. The relevant comments were recorded on the individual NCR.

**NCR Nos. now closed:**

NCR Nos. 2015-01

**Positive Aspects of the Management System:**

- PEFC Canada Stewardship Award “for outstanding leadership and dedication to sustainable forest management received by the Algonquin Park Forest Certification Advisory Group
- High level of satisfaction in PAG process and support provided by AFA expressed by PAG members interviewed

**Non-conformances:**

NCR No.	Clause No.	Clause Description	Type	Response Due
2016-01	7.3.3	Rights and regulations	Major	January 22, 2017
2016-02	7.4.2	Training, awareness, qualifications, and knowledge	Minor	January 22, 2017
2016-03	7.4.6	Operational procedures and control	Minor	January 22, 2017
2016-04	7.2	SFM policy	Minor	January 22, 2017

### **Corrective Action Plans**

The Algonquin Forestry Authority have developed corrective action plans to address the root causes of the non-conformities identified during the audit. The root cause analysis and proposed corrective actions have been reviewed by SAI Global to ensure that they are appropriate and fully address the identified deficiencies. At the next annual Surveillance audit a follow up on the implemented corrective actions will be done to confirm that the corrective actions were appropriate and effective in ensuring the non conforming situation has not reoccurred.

### **Opportunities for Improvement (OFI):**

- Consider reviewing processes for on-boarding of new contractors to reduce the potential for non-compliant operations

Please note that this Opportunity for Improvement will be reviewed as part of the preparation for the next audit.

### **SECTION 5 - GENERAL ASSESSMENT AND RECOMMENDATION:**

Based on the review of the company's SFM program, and the audit results, the following recommendation is made:

#### **Surveillance Audit:**

The results of this Surveillance Audit indicate that the Management System of Algonquin Forestry Authority (AFA) is suitable and effective with the exception of the areas of non-conformance identified during the audit. The areas of non-conformance must be resolved within a 60-day time frame. If the areas of non-conformance are not resolved by the agreed corrective action date, the registration suspension process will commence.

Upon successful resolution of the areas of non-conformance the Algonquin Forestry Authority (AFA) will continue to be recommended for registration to the CAN/CSA-Z809-2008.

**Next Scheduled Audit:** A-00309455

**Date(s):** Nov 06, 2017 to Nov 09, 2017

**Type of Audit:** S2

**No. of Persons:** 1

**No. of Audit Days Required:** 4

#### **Forest Areas for the Next Audit:**

- Pembroke operations

Rod Seabrook  
**SAI Global**  
Team Leader

Date: March 20, 2017