

Bulkley Valley Community Resources Board (BVCRB) Summer RAMP Completion Process Executive Meeting, December 13, 2011, 10:30 – 12:45 AM, BVRC office, Smithers, B.C.

Attendance: Ben Heemsker, Recreation Subcommittee Chair; Jill Dunbar, Project Manager; Tom Chamberlin, Facilitator, Taylor Bachrach, Chair, BVCRB

Discussion items (from Ben):

- 1) Rod and Gun Club Letter
- 2) Responses to Garry Quanstrom & Bob Mitchell (John Knight)
- 3) Improving website information - including how public contacts RAMP table
- 4) Mapping out Public Input process to RAMP table
- 5) Next Revision of Map
- 6) Inviting Agency Friends to next meeting
- 7) Sending updates to media outlets
- 8) Tracking public comments (Gary Q & John Knight)

ACTION ITEM	BY WHOM	DEC 19 Update
1. Send DEC 6 SRT minutes to Tom.	Jill	Done
2. Rod & Gun Club letter. Tom, Ben and Jill will work on a draft reply from the Chair of the BVCRB. The BVCRB will review. Final response will be posted on the BVCRB website.	Jill, Tom, Ben	Out for comment
3. Gary Quanstrom email inquiry. Put response on BVCRB letterhead; post incoming email and response on BVCRB website. Cabins: Prior agreements won't be changed.	Jill and Ben	Out for comment
4. Post a bio of each BVCRB member on the website, sim to RAMP member bios.	Jill get bios; Ben to post.	Draft form has been sent to Ben – and sent to Board members.
5. Post all available media articles on the BVCRB website. Add a short report and photo from the June public info session. Post Amanda's media release and backgrounder.	Jill and Ben	Outstanding action item.
6. Response to Bob Mitchell: Contact John Knight, let him know how to provide input, follow up with Bob Mitchell.	Jill	Jill getting John Knight contact info.
7. Outreach: Finalize the communications strategy; map out public input process on the BVCRB website; invite media reporters, Smithers, Telkwa, and Regional district reps to be Facebook friends. Share updates with BV Research Centre members. Give a brief presentation on the RAMP at one of the BVRC Lunchtime seminars and to the Chamber of Commerce. Provide Updates	Jill will make a plan and contact list for these initiatives.	Outstanding action item.

to all Recreation clubs. Add a tab to website: Contact facilitator, Table members; to clarify.		
8. Populate FAQ section of website. Add Facilitator and Chairrec contact links to website.	Ben	<i>Outstanding action item. <u>Done please review.</u></i> http://bvcrb.ca/ramp/ramp_faqs/
9. On website, spell out email addresses of Table members next to their names; add a link to them under FAQ's.	Ben	<i>Outstanding action item. <u>Done</u></i>
10. Next revision of map: Planning unit boundaries need to be clearer; map should be in 3 parts at a larger scale with some overlap; symbols for motorized/non-motorized should be consistent; all rec sites need to be included.	Tom will contact Morgan Hite.	
11. Inviting agency friends: John Howard should be prepped and invited, to discuss Babine Mountains access. Park Management Plans link can be circulated to Table members.	Tom Jill	Done
12. Caribou recovery area: Provisions need to be very clear to Table members.	Tom to talk to George and Karen and let all know.	
13. Add Parks Management Plan link to Reference List.	Jill	Done, sent to all Table members.
14. Send up to date Table members contact info to Tom	Jill	Done. Also sent to all Table members.
15. Board members' values perspectives, contact info, and subcommittee list need to be updated and reposted on BVCRB website.	Jill and Ben	
16. Real Estate Foundation of B.C: Interim report needed.	Jill	