



DISTRICT OF CLEARWATER

TERMS OF REFERENCE

Forestry Working Group

BACKGROUND:

As per Section 142 of the *Community Charter* a Council may establish and appoint a select committee to consider a matter and report the findings and opinion to Council. There must be at least one member of council on such a committee.

In March 2012 the District of Clearwater Council approved the establishment of a Healthy Forests / Healthy Communities forestry working group as a sub-committee to the Economic Development Standing Committee as outlined in Section 142 of the *Community Charter* with key stakeholders in the industry to be included.

ROLE OF THE FORESTRY WORKING GROUP:

The Forestry Working Group is established to assist the Economic Development Committee of the Whole to accomplish forestry resource Community Economic Development goals. The Forestry Working Group brings community forestry expertise and knowledge for discussions on important forest economic opportunities or issues facing the community. Members of the committee will share ideas and perspectives and offer collective advice to the Economic Development Committee of the Whole. The Forestry Working Group may be asked to examine specific forest sector topics, policies, events, etc; to identify economic opportunities, community implications and make recommendations to the Economic Development Committee of the Whole.

Members of the Forestry Working Group will be proactive by informing the Economic Development Committee of the Whole of current and emerging forestry issues and identify potential economic development opportunities. In order to ensure the community is comfortable with forest economic plans and goals, where appropriate, the Forestry Working Group may make recommendations on public consultation. It is important that the Forestry Working Group establishes a process that is open, transparent and meaningful to the community.

The following are objectives relevant to the Forestry Working Group:

1. Enhance sustainable and stable employment ie: Forestry sector
2. Mitigate the impact on local employment by centralization
3. Strive for more influence on forest related decisions which affect the local community
4. Develop a Forestry Vision statement for the North Thompson
5. Promote Education and Training in Forest Sector
6. Encourage sustainable Forest Practices i.e. Silviculture, Fuel Management, etc

STRUCTURE AND MEMBERSHIP:

Under Section 142 of the *Community Charter* Members of the forestry Healthy Forests / Healthy Communities working group are appointed by District Council. The Forestry Working Group shall be comprised of the following positions:

- One Council representative from District Council
- One - Wells Gray Community Forest
- One - Canfor, Vavenby Division
- One - Clearwater & District Chamber of Commerce

- Two - Ministry of Forests, Lands and Natural Resource Operations & Rural Development
- One - Healthy Forests / Healthy Communities
- One - Wells Gray Country Services Committee
- One - Clearwater District Woodlot Association
- One – BC Timber Sales
- One – Simpcw First Nation

A representative from the BC Wildfire Branch to attend on an optional or as needed basis.
The Chief Administrative Officer (CAO) or her designate shall attend all Committee meetings.

ROLES AND RESPONSIBILITIES:

District of Clearwater

The District of Clearwater will ensure that the Forestry Working Group objectives are met.

The District will provide secretarial support to the Forestry Working Group. The Secretary's role will be to develop agendas with input from the Forestry Working Group, the CAO and the Chair; circulate agendas to all members at least one week prior to meetings; record meeting minutes; and circulate minutes within one week of meetings taking place.

Role of the Working Committee

The central role of the Forestry Working Group is to inform and discuss. The Group will share opinions and perspectives and offer collective advice to the Economic Development Committee of the Whole. The Groups' input will enable a process that is open, transparent and meaningful to the community. Additionally, the Forestry Working Group will be instrumental in advising the Economic Development Committee of the Whole on the best avenues for community engagement and communication of critical information related to the forest sector.

Protocol and Procedures

Meeting Agendas and Minutes:

- All meetings must have an agenda.
- Each member of the Forestry Working Group must be in receipt of an agenda at least one week prior to the meeting.

Consensus Decision-Making:

- The Forestry Working Group will not vote on any issues.
- When decisions may be needed they will be achieved through consensus.

Conduct:

Members are expected to attend all Forestry Working Group meetings.

The Forestry Working Group will conduct themselves in a respectful manner in all of their dealings with each other and the Economic Development Committee of the Whole.

TERM of appointments shall be:

- One-year term as per appointed body
- Scheduled bi-monthly meeting