

THOMPSON-NICOLA INVASIVE PLANT MANAGEMENT COMMITTEE

TERMS OF REFERENCE

PREAMBLE

The service to fund the Thompson-Nicola Regional District (TNRD) noxious weed control program and the Invasive Plant Committee was created in 1976. The Southern Interior Weed Management Committee (SIWMC) was created as a non-profit society in 1997. In April 2017, it was agreed by committee members and the board of directors of SIWMC to amalgamate the functions of both the existing TNRD committee and the SIWMC into one new comprehensive, cohesive committee.

DEFINITIONS

Land Manager - A person that manages land on behalf of the following (including but is not limited to): all orders of government (local, provincial, federal, First Nations); private landowners; conservancies; and industry sectors that manage land such as agriculture, forestry, mining, utility companies, tourism, developers and others.

Program Manager - TNRD staff or contractors who carry out or cause to be carried out the key functions to achieve the purpose of the committee.

AUTHORITY

This committee is established under the authority of s.218 of the *Local Government Act* and is a standing committee of the TNRD board of directors.

PURPOSE OF COMMITTEE

The purpose of the committee is to encourage multi-party collaboration on invasive plant management, to minimize the spread and impact of invasive plants on environmental, economic and social values, and to prevent and eradicate new invaders. The committee will provide oversight and direction for the program manager to deliver the key functions below.

KEY FUNCTIONS or OBJECTIVES

1. Coordination
 - a. Within the TNRD, work collaboratively to coordinate land managers with a responsibility to manage invasive plants to ensure:
 - i. Consistent treatment of species priorities by management area, through creation and implementation of an invasive plant strategic plan
 - ii. Treatments are coordinated in a timely manner across all jurisdictions on individual sites using all tools and management techniques available
 - iii. Land managers are regularly utilizing existing inventory systems (Invasive Alien Plant Program) for Crown and private land
 - iv. All parties are effectively working together to achieve the purpose of the committee
 - b. Outside the TNRD, coordinate with neighbouring jurisdictions
 - c. Outside the TNRD, advocate for effective invasive plant management
2. Communication
 - a. Within the TNRD, communicate with land managers with a responsibility to manage invasive plants to:
 - i. Receive input on annual priorities

- ii. Communicate what is being done
 - iii. Encourage communication and coordination amongst land managers
 - b. Within the TNRD, work cooperatively with Invasive Species Council of BC (ISCBC) and others to communicate with various audiences of the public to inform them of what invasive plants are, why they should care and what they can do
 - c. Outside of the TNRD, communicate with and learn from neighbouring jurisdictions and province-wide organizations
- 3. Education and outreach
 - a. Within the TNRD, work cooperatively with ISCBC and others to communicate with various audiences of the public and other industry sectors to inform them of what invasive plants are, why they should care, what they can do and the various management techniques including herbicides
 - b. Develop a landscape wellness/ecosystem resilience/land stewardship concept, that is science based and promotes the concept of landscapes as an ecological system, the risks of invasive plants and other factors, and the need for various tools or management techniques to maintain wellness and resilience
 - c. Outside of the TNRD, communicate with and learn from neighbouring jurisdictions and province-wide organizations about education resources and initiatives
- 4. Research
 - a. Advocate for research for applied management of species, including integrated pest management, adaptive management and reclamation/restoration
- 5. Financial management and accountability
 - a. Leverage funding from other sources
 - b. Maximize accountability of treatments and return on investments

SCOPE

The scope is limited to terrestrial invasive plant species.

GEOGRAPHIC AREA

The geographic area is the Thompson-Nicola Regional District.

MEMBERSHIP, COMPOSITION AND STRUCTURE

The committee will be composed of the following members (11 total):

- TNRD Electoral Area Director - two members
- TNRD Municipal Director - one member
- BC Cattlemens' Association - one member, one alternate
- Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) - one member, one alternate
- Ministry of Transportation and Infrastructure (MOTI) - one member, one alternate
- BC Parks - one member, one alternate (possibly MFLNRO ecosystems or wildlife)
- Shuswap Nation Tribal Council - one member, one alternate
- Nicola Tribal Association - one member, one alternate
- Grasslands Conservation Council - one member, one alternate
- Thompson Rivers University - one member, one alternate

TNRD members will be appointed by the TNRD Board Chair on a calendar year basis. Other organizations will appoint their own members on a calendar year basis. At the first committee meeting of the calendar year, a chair will be elected (eligible candidates are Electoral Area directors), and vice chair will be elected by the committee membership.

Lack of attendance at 3 consecutive committee meetings for a member or their alternate will be reviewed by the committee and appropriate follow up action may be taken.

Subcommittees may be struck for a limited term (up to 6 months) to address specific topics. Subcommittees do not have delegated authority from the committee; they may only make recommendations back to the committee.

ROLE OF MEMBERS

The role of the members is to:

- Provide direction, coordination and oversight to the committee and its activities
- Promote and work to achieve the purpose and objectives the committee
- Attend meetings and work collaboratively with all other members
- Communicate to and from your respective organization, government or industry sector regarding the committee (i.e., report back on committee meetings; bring forward information from your organization to future meetings)

MEETINGS, LOGISTICS AND PROGRAM MANAGER ROLE

The Committee will meet at least twice per year, or as needed, as determined by the committee.

Agendas will be circulated one week in advance of meetings, and meeting summaries will be circulated following meetings. Meeting summaries will be approved at the subsequent meeting.

The program manager shall develop and circulate agendas, coordinate meeting logistics, lead discussions and seek consensus at meetings, prepare meeting summaries, and provide support for the committee which will include funding applications and external communication.

Regular workshops and planning sessions inviting land managers and interested parties from throughout the Thompson-Nicola will be held to achieve the coordination and communication functions and objectives. This workshop will review new inventory data, receive input from land managers, review the past season's treatments, and provide content to prepare an invasive plant strategic plan for the following season.

QUORUM

Quorum for a committee meeting will be 5 members plus the chair, or vice chair if the chair is absent.

DECISION MAKING PROCESS

The committee will operate on a consensus* decision making model wherever possible, with the identification of no consensus for issues, which parties dissented and why. *A consensus decision making process is based on understanding multiple perspectives, for moving from individual positions to common interests; consensus may not necessarily be unanimous agreement with all elements by all parties, but simply the absence of objection.

In the event that consensus cannot be reached, a vote will take place with a simple majority determining the result.

The following decisions must be made by the TNRD Board of Directors: budget approval of TNRD funds; entering contracts in which TNRD is a party (subject to TNRD delegated authority bylaw); and approving or amending these terms of reference.

The committee has delegated authority on all key functions or objectives to achieve the purpose of the committee.

BUDGET AND FINANCES

Funding for the committee is anticipated to come primarily from the TNRD and provincial government members, and secondarily from other land managers and interested parties and organizations. The program manager will prepare an annual work plan of tasks and activities, which will include a budget. The committee will submit a detailed annual budget request to TNRD each year, with a four year projection.

Other than catering for meetings, committee members or their respective organizations will fund their own expenses to participate in the committee (e.g., mileage, accommodation, per diems).

EXTERNAL COMMUNICATION

The Chair and the program manager will be the key contact for the committee. Each member has their own communication roles for their organization; refer to roles of members if speaking about the committee.

AMENDMENTS

Amendments to these terms of reference may be made from time to time, according to the decision making process outlined above. Amendments must be approved by the TNRD Board of Directors.