

# Nicola Lake Steering Committee Terms of Reference

As approved June 8, 2013; updated October 7, 2013

## Preamble

A public meeting was held in September 19, 2012 in Merritt to seek input on the future of Nicola Lake. Over 70 participants expressed their concerns and highlighted priorities. A Nicola Lake Working Group was formed, which met nine times from November 2012 through May 2013 to create the Nicola Lake Action Plan. This plan was presented and endorsed at a public meeting on June 8, 2013 in Merritt. The Nicola Lake Steering Committee is the successor to the Working Group.

## Purpose

The purpose of the Nicola Lake Steering Committee (NLSC) is to implement the Nicola Lake Action Plan (the plan) following the June 8, 2013 public meeting.

## Composition and Structure

The following is the membership of the NLSC:

Perspective	Organization	Name (alternate)
Local Government	Thompson Nicola Regional District	Director Randy Murray (Director Herb Graham)
	City of Merritt	Mayor Susan Roline (councillor)
First Nations	Syilx (Okanagan) – Upper Nicola Indian Band	TBD
	Nlaka’pamux – Lower Nicola Indian Band	TBD
	Nlaka’pamux – Nooaitch Indian Band	TBD
	Nlaka’pamux – Coldwater Indian Band	TBD
	Nlaka’pamux – Shackan Indian Band	TBD
	Nlaka’pamux – Cook’s Ferry Indian Band	Pearl Hewitt
	Nlaka’pamux – Nicomen Indian Band	Chief Donna Gallagher
	Nicola Tribal Association	Tracy Wimbush (Neil Todd)
Neighbourhoods	Beaver Point Estates	Lorna and Vern Latremouille
	Harmon Estates	Mike and Jenny Ohata
	Nicola Lake Estates	Frank Rizzardo (Harry Saunders)
	Quilchena on the Lake	Michael McDonald
NGOs/interest groups	Nicola Lake Stewardship Society	Ian Gordon
	Southern Interior Weed Management Committee	Jo-Ann Fox
	Nicola Naturalists	TBD
	Nicola Watershed Community Round Table	Allison Guichon
Ranching	Gerard Guichon Ranch	Allison Guichon
	Nicola Ranch	Matt Williams
	Quilchena Cattle Company	Guy Rose
	Douglas Lake Cattle Company	Stewart Murray
Recreation	Kamloops Sailing Association	Kim Poupard

The NLSC may appoint a Chair or Co-Chairs.

Fisheries and Oceans Canada and the provincial Ministries of Environment, and Forests, Lands and Natural Resource Operations have not committed a representative to participate on the NLSC, but will provide technical expertise and in-kind resources on an as-needed and as-available basis.

### **Roles of Steering Committee Members**

The role of Steering Committee members is to:

- Provide direction, coordination and oversight to the implementation of the plan including the achievement of the vision and goals
- Promote the role of the NLSC and the plan to collaboratively address issues
- Attend meetings and work collaboratively with the NLSC to seek joint opportunities
- Communicate from and to your respective membership

The role of the Chair and Co-Chair, in addition to the roles above, is to understand all perspectives on the NLSC, seek consensus, and be a spokesperson for the NLSC. The Chair and Co-Chair will not make decisions independent of the NLSC.

### **Support to the Nicola Lake Steering Committee**

The Fraser Basin Council is an impartial non-profit organization that provides support to the NLSC but is not a member. Support to the NLSC will include but is not limited to: coordinating, facilitating and summarizing meetings including the drafting of agendas; communicating with other members of the public who attended the September 19, 2012 and June 8, 2013 meetings; maintenance of the website; receiving and managing funds; issuing contracts; hiring staff.

### **Reporting and Transparency**

The NLSC will report to the larger public through annual public meetings. Meeting summaries of the NLSC will be posted on the website [www.nicolaplan.ca](http://www.nicolaplan.ca) for transparency.

### **Meeting Frequency**

The NLSC will meet at least three times per year or as needed. Participation can be by teleconference, Skype or by means other than in-person.

### **Committees**

The NLSC may create committees to address specific issues. Committees must have specific objectives or tasks, membership criteria, and a limited time period outlined for their work. Committees may have expertise from outside the NLSC, as needed. Committees have no delegated decision making authority, and will report back to the NLSC.

**Decision Making Process**

Quorum for meetings to proceed is six steering committee members. The NLSC will seek consensus on all decisions. Where consensus cannot be reached, a decision will be made by simple majority.

**Funding**

The NLSC has a budget as outlined in the Nicola Lake Action Plan, as per the Nicola Lake Integrated Planning and Management Contribution Agreement, executed July 11, 2013. The NLSC can apply for additional funds through Fraser Basin Council or through individual member organizations.

**Modification of the Terms of Reference**

The TOR will be updated as needed and agreed to by consensus of the members.

**Completion**

The NLSC will cease to exist if and when agreed to by consensus of the members. The NLSC can make recommendations for a more permanent body (society or similar), including the modification of the Nicola Lake Stewardship Society. Modification includes but is not limited to the constitution, bylaws, structure of directors and membership.