

NORTH COAST INTEGRATED ADVISORY COMMITTEE TERMS OF REFERENCE

December 2022



1. PROJECT BACKGROUND

British Columbia's (B.C.'s) North Coast region faces increasing pressure from industrial activities, such as mining, oil & gas extraction, including related pipeline and shipping activities, utilities, and forestry. These environmental pressures, in combination with climate change effects, may result in significant cumulative effects¹ on core values identified in the North Coast region. There is an ongoing need to facilitate sustainable development across the region, and to do so in a way that integrates the values and perspectives of Indigenous Peoples. In response to this need, a spectrum of initiatives have been developed through partnership between the Province of British Columbia (the Province) and First Nations governments – two such initiatives are the Marine Plan Partnership (MaPP) and the Environmental Stewardship Initiative (ESI).

Marine Plan Partnership (MaPP)

Initiated in 2011, MaPP is a co-led process between 17 First Nations and the Province that has led to the development and implementation of marine use plans for B.C.'s North Pacific Coast. Under MaPP, marine plans were developed and approved for the North Coast, Haida Gwaii, Central Coast and North Vancouver Island sub-regions, as well as a broader Regional Action Framework. Development of the North Coast Marine Plan benefited from robust engagement of a standing Marine Plan Advisory Committee (MPAC) comprised of members representing marine sectors, interests and local government. Implementation of the North Coast Marine Plan formally commenced in May 2015.

Environmental Stewardship Initiative (ESI)

ESI was created in 2014 to respond to and collaboratively address Indigenous Nations' concerns identified during the regulatory process for natural resource developments. Similar to MaPP, ESI is organized in four distinct regions across the province: Northeast, Omineca, Skeena, and North Coast. The North Coast ESI has developed two projects that support both 1) on the ground ecosystem restoration projects and, 2) longer-term environmental monitoring and assessment within the traditional territories of participating North Coast Nations.

2. CURRENT CONTEXT

Given the shared objectives and focus of both programs on cumulative effects assessment and management, in 2018, North Coast ESI and the North Coast sub-region of MaPP merged at the governance, management and technical levels to form the North Coast Cumulative Effects Program (NC CE Program). The NC CE Program includes Gitga'at First Nation, Gitxaala Nation, Haisla Nation, Kitsumkalum First Nation, Kitselas First Nation, Metlakatla First Nation (the Nations), and the Province (together, the Partners), with coordination and support from North Coast-Skeena First Nations Stewardship Society (NCSFNSS). Creation of the broader NC CE Program provided an opportunity to leverage synergies between the previously separate initiatives in relation to ecosystem-based monitoring, assessment, and

¹ In the context of this project 'cumulative effects' are defined as "changes to environmental, social, economic, health and cultural values caused by the combined effect of present, past and reasonably foreseeable human actions or natural events".

management of core coastal and marine values within the traditional territories of participating Nations. The NC CE Program is currently advancing work on four initial values – Estuaries, Salmon, Food Security and Access to Resources (out of a list of 200 values identified through work with six participating North Coast Nations and Environment and Climate Change Canada on the Cumulative Effects Monitoring Initiative), with plans to advance work on additional values in the future.

Successful implementation of the NC CE Program and associated North Coast Marine Plan requires ongoing and transparent engagement with stakeholders and local government. A North Coast Integrated Advisory Committee (NCIAC) consisting of members representing various sectors, is a central to a broader engagement strategy and provides a key venue for providing information and seeking input into program deliverables, as well as for building relationships with stakeholders and local government who may have an interest in the collaborative cumulative effects work being undertaken by the Province and the partner Nations.

3. PURPOSE OF THE NORTH COAST INTEGRATED ADVISORY COMMITTEE

The role of NCIAC is to provide advice and feedback on the NC CE Program, including NC Marine Plan implementation activities in the North Coast sub-region, using the individual and collective knowledge and skills of the NCIAC members. The NC CE Program Partners will delegate staff to represent the NC CE Program and liaise with the NCIAC to maintain and adjust NCIAC membership, as required; and seek NCIAC contributions, as appropriate, to the NC CE Program.

4. MEMBERSHIP

The NCIAC is comprised of representatives of key marine sectors in the North Coast (Table 1). Preferably members will be residents of, and/or work in, the North Coast. In general, each sector represented is to identify one member and one alternate. In cases where a sector is particularly large and/or diverse, up to one additional member and/or additional alternates for that sector may be invited to the NCIAC at the discretion of the NC CE Program Partners. Factors considered may include location of additional members, and/or diversity of sector interests represented by proposed members. The NC CE Program Partners will seek to maintain balanced representation across sectors. The following definitions apply when designating the status of a meeting attendee:

Member: A member has a seat on the committee and acts in a formal advisory role. Members are invited to the NCIAC by the NC CE Program Partners.

Alternate: Alternate representatives for sectors may attend all NCIAC meetings but may provide a formal advisory role for the sector in place of the sector Member.

Observer: Additional representatives from certain sectors may attend NCIAC meetings but in an observational capacity. Observers will not act in an advisory capacity but may share information and answer questions as needed

Members from the NC CE Program Team will participate as required in NCIAC meetings to provide specialized technical input to support the discussions.

TABLE 1: NCIAC Sector Representation

| Draft Sector/interest representation | |
|---|-------------------------------------|
| Conservation | Public Recreation |
| Commercial Fishing | Commercial Tourism |
| Renewable Energy | Public Recreational Fishing |
| Local Government – municipalities | Forestry |
| Local Government – regional districts | Transportation |
| Research and Marine Monitoring | Seafood Processing |
| Recreational Hunting/Guide Outfitters | Others (as nominated and appointed) |
| Shellfish Aquaculture | |

5. MEMBER RESPONSIBILITIES

NCIAC members and alternates will:

- a) Collaborate with other NCIAC members to provide advice on implementation products and activities;
- b) Make best efforts to keep sector colleagues with similar interests informed of the role of the NCIAC and plan implementation progress;
- c) Identify and propose focused engagement that may be required for a member’s sector beyond the NCIAC.
- d) Develop advice that considers relevant government policies and programs, the perspectives of other NCIAC members, and supporting data and documentation;
- e) Abide by the Operating Principles established for NCIAC meetings as outlined in this document;
- f) Make best efforts to attend and participate in NCIAC meetings. Advise the NC CE Program Partners if unable to attend a meeting, and ensure the designated alternate is available for the meeting;
- g) Review and provide timely feedback and advice on select NC CE Program products and activities, draft reports, including annual reports, and studies;
- h) Review and provide timely feedback and advice on North Coast Marine Plan interpretation issues, plan variance proposals and plan amendments that may arise from time to time;
- i) If requested by the NC CE Program Partners, provide advice on the NC CE Program stakeholder engagement strategy, including identification of any additional stakeholders to potentially engage with on NC CE Program activities.
 - Provide feedback on the purposes, engagement mechanisms, and timing for

engaging these additional stakeholders, including the general public as requested by the NC CE Program Partners;

- j) Promote and participate in any public meetings if required, to solicit input on implementation activities, upon request by the NC CE Program Partners;
- k) Help build relationships between stakeholders, sectors and governments that work in the region;

The NC CE Program Partners will endeavor to support NCIAC members in liaising with colleagues across the broader sectors within the North Coast through the development/provision of communication materials to support outreach.

6. OPERATING PRINCIPLES

The NCIAC members, alternates, and NC CE Program meeting chair(s) will adhere to the following operating principles:

- **Accountability:** Commit to being accountable and to upholding the provisions of these terms of reference.
- **Respect:** Respect each other's authorities and mandates. Members and alternates will treat each other in a respectful and professional manner.
- **Collaboration:** Commit to a process in which recommendations that impact outcomes, timelines, and products are made jointly by the members. Support shared learning.
- **Trust:** Commit to being open and transparent with each other.
- **Communication:** Commit to making the effort to clearly communicate information shared, asking for or providing clarification where appropriate.
- **Informed Decision Making:** Make recommendations based on the best available information.
- **Effectiveness:** Commit to providing advice and feedback in a timely manner.

7. MEETING PROCEDURES

A minimum of two meetings will be held per fiscal year, with additional meetings scheduled as needed, based on specific NC CE Program requirements. Meetings may be in person or by teleconference and/or webinar, pending funding. All efforts will be made to hold at least one in-person meeting per year.

Meeting Chair



Meetings will be chaired by the NC CE Program Partners. The chair(s) may choose to engage independent facilitation for meetings if considered appropriate. The role of the chair(s), during the meeting, is to:

- a) Provide good meeting management, including adherence to agendas and timelines;
- b) Ensure adherence to the Operating Principles;
- c) Encourage all perspectives to be expressed on topic, and provide clarification of the members' views for discussion purposes; and,
- d) Provide closure to discussion topics and agenda items, by ensuring clarity on topics being discussed, summarizing advice heard, and acknowledging key points.

All representatives of the NC CE Program partnership will be invited to attend NCIAC meetings. Other individuals including subject matter specialists, may be invited to present information and products and address questions on specific topics.

Meeting Administration

The NC CE Program Partners will be responsible for building agendas, preparing background materials and presentations, selecting venues, and attending to other meeting details. The NC CE Program Partners will seek to ensure meeting agendas and associated materials for review are circulated two weeks in advance of a meeting to provide adequate review time, unless otherwise arranged with a majority of NCIAC members.

A general meeting summary will be prepared following each meeting. The summary will identify discussion items and key advice given. Summaries will be circulated after the meeting and posted to the NCIAC Dropbox and North Coast Marine Plan page of the MaPP website (mappocean.org) and other virtual locations as appropriate.

An advice log will be maintained to capture advice received at each meeting on the topic(s) presented, and through subsequent written input. The advice log will also document action taken or intended for advice received. Advice logs will be distributed to NCIAC members for review prior to subsequent meetings.

Dropbox, an online file sharing and storage cloud, will be used for sharing relevant documents. Online polls may be used to plan meeting dates and coordinate member availability in advance of meetings.

8. FUNDING

Funding will be provided to NCIAC members to cover travel, meal, and accommodation expenses for meeting participation, consistent with MaPP's Travel Expense Guidelines. Funding will be provided to cover travel, meal and accommodation expenses for alternates when they are substituting for their member.

Where considered necessary, and if funds permit, the NC CE Program Partners will consider requests by NCIAC members for additional funding to facilitate review of draft materials by others within a sector or area of interest represented by an NCIAC member.

North Coast Integrated Advisory Committee Terms of Reference

All expense claim forms and receipts must be submitted as directed on the expense claim form within 15 business days of the meeting end date, or they will not be accepted. Approved expense claims will be reimbursed within 30 days of receipt.



APPENDIX 1: NORTH COAST CUMULATIVE EFFECTS PROGRAM

