

Lillooet and Area Community Wildfire Preparedness Roundtable

Terms of Reference

Approved November 24, 2022

1. Background

Fraser Basin Council (FBC) successfully received funding from BC Wildfire Service to support three community wildfire preparedness roundtables over two years. This support was in response to FBC's desire to support the implementation of recommendations from the George Abbott and Chief Maureen Chapman [report](#) on 2017 floods and wildfires, and the need for support to implement community wildfire protection plans in multi-jurisdictional areas where there is limited capacity.

2. Roundtable Purpose

The purpose of the Roundtable is to ensure good coordination and communication about who's doing what around wildfire preparedness:

- FireSmart education
- Timber harvesting opportunities
- Fuel management
- Resources and capacity – volunteer fire departments, ranchers, agriculture sector, forest industry
- Indigenous cultural or traditional burning

The activities above may involve implementation of various wildfire protection plans and initiatives by communities, the province, or forest licensees or tenure holders.

3. Geographic Area

The geographic area of the Roundtable is the area in which Lillooet serves as the central community or service centre, including the following:

- All of Squamish Lillooet Regional District Electoral Areas A and B geographically
- The portions of Thompson-Nicola Regional District where Lillooet is service centre, notably Marble Canyon and Ts'kw'aylaxw (Pavilion), and the Highway 12 corridor south to Lytton First Nation north of Village of Lytton

4. Roundtable Tasks and Responsibilities

The Roundtable members' tasks and responsibilities are anticipated to include, but not necessarily be limited to the following:

- Participate in meetings and fund their own participation (labour, travel)
- Communicate with their respective organization - bring forward their ideas and input, and report out on Roundtable business
- Work collaboratively with others to maximize effectiveness of efforts across organizations

4. Membership

The Roundtable shall ideally be comprised of representatives of organizations involved in all aspects of wildfire preparedness and risk reduction in the area, including but not limited to:

- District of Lillooet
- Squamish Lillooet Regional District

- Thompson-Nicola Regional District
- FireSmart neighbourhood/rural subcommittees in SLRD Electoral Areas A and B
- St'at'imc tribal organizations, such as Lillooet Tribal Council or St'at'imc Government Services
- T'it'q'et
- Tsalalh
- Ts'kw'aylaxw
- Sekw'el'was
- Xaxli'p
- Xwisten
- Ministry of Forests, Cascades District
- BC Wildfire Service
- Other provincial government ministries, such as Emergency Management BC or Ministry of Transportation and Infrastructure
- Forest industry (major licensees, BC Timber Sales, woodlot licensees, community forests)
- Volunteer fire departments (whether within a local government, Improvement District, Indigenous government or independent)
- Other organizations, individuals or businesses that have infrastructure to protect, or resources or capacity to provide (e.g., agriculture organization, communications companies, railways, BC Hydro, tourism)

The desired mix of Roundtable members would also achieve the following:

- Mix of representatives with different perspectives and jurisdictions
- Mix of technical staff people and elected officials, driven by their interest in the topic
- Involvement of all actors who either have a responsibility or a role in wildfire preparedness
- Enable constructive discussions of wildfire risk and preparedness issues through a range of backgrounds and experiences

5. Quorum

A roundtable meeting must have at least one representative from each of the following:

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| ▪ District of Lillooet | ▪ BC Wildfire Service |
| ▪ Squamish Lillooet Regional District | ▪ Forest industry (major licensees, BC Timber Sales, woodlot licensees, community forests) |
| ▪ An Indigenous government or organization | ▪ Fire Departments (any type) |
| ▪ MOF district | |

6. Decision Making

The Roundtable doesn't have formal delegated authority from any organization to make decisions on anything. However, the intent is to have a venue where multiple organizations can come together and discuss issues related to wildfire preparedness. As such, there may be a need to make decisions together that can then be brought back to governments or organizations that **do** have decision making authority.

Therefore, the Roundtable will aim to make decisions by consensus, with the option to note dissenting views. Consensus is a decision making process 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.



7. Roundtable Administration

The process for facilitating Roundtable meetings will be as follows:

- The Roundtable will meet twice per year, spring and fall, but more or less frequently as the need arises, and avoiding fire season
- Meetings will be ideally in-person, but may also take place virtually or in a hybrid format
- Meeting dates, times and locations will be convenient to the majority of the members
- FBC staff (or their contractor) will arrange a meeting venue, refreshments, and lunch if the meeting occurs over the lunch hour.
- FBC staff will prepare and distribute the agenda and relevant meeting materials at least one week before a meeting and prepare a meeting summary within one week of a meeting.
- FBC staff will arrange for guest presentations as needed.
- FBC staff will support funding applications as needed.

8. Term

The term of the Roundtable will end when members agree that the Roundtable has limited utility and value. To be revisited in approximately one year (fall 2023).