

Prince George and Area Community Wildfire Preparedness Roundtable

Terms of Reference

Approved July 15, 2024

1. Background

Fraser Basin Council (FBC) received funding from BC Wildfire Service to establish and support three community wildfire preparedness roundtables over two years. These funds were provided in response to FBC's expressed desire to realize the implementation of recommendations from the [George Abbott and Chief Maureen Chapman report](#) on the floods and fires of 2017, and the genuine need for actioning community wildfire protection plans in multi-jurisdictional areas where capacity is limited.

Following the successful establishment of four community wildfire roundtables for the areas of Clinton, Clearwater, Lillooet and Williams Lake, in 2022, the BC Wildfire Service asked FBC to develop an additional 3 to 4 roundtables. Prince George, being a central hub to the interior was selected as a candidate location in the spring of 2023. Wildfires delayed the convening of the Roundtable until late fall of 2023.

2. Roundtable Purpose

The purpose of the Roundtable is to ensure good coordination and communication about “who’s doing what” in regard to wildfire preparedness including, but not limited to:

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

The activities above, in part, involve implementation of the 2018 Prince George Community Wildfire Protection Plan and other such plans as they are developed across the region by members of the roundtable. Roundtable.

3. 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:

- City of Prince George
- Regional District of Fraser Fort-George
- Lheidli T'enneh First Nation
- McLeod Lake Indian Band
- Ministry of Forests, Prince George Natural Resource District (MOF, DPG)
- Forest industry (major licensees, BC Timber Sales, woodlot licensees, community and research forests)
- BC Ambulance
- BC Cattlemen's Association
- BC Emergency Health Services
- BC Mining Association
- BC Parks
- BC Search and Rescue
- BC Wildfire Service and community liaisons
- Utilities (Hydro, Rail, Fortis)
- Oil and Gas Industry (Enbridge)
- Ministry of Transportation and Infrastructure
- Northern BC Tourism Association
- FireSmart Educator (RDFFG)
- Climate Scientist (UNBC)
- Telecommunications
- BC Energy Regulator
- Services Canada
- Rec sites – trails BC
- Ministry of Water Land and Resource Stewardship
- Ministry of Emergency Management and Climate Readiness
- Volunteer fire departments (whether within a local government, Improvement District, or independent)
- Other organizations, individuals or businesses that have infrastructure to protect, or resources or capacity to provide (e.g., agriculture organization, communications companies, local contractors)

The desired Roundtable membership would also achieve the following representation:

- Varied perspectives and jurisdictions.
- Mix of technical individuals driven by their interest in the topic.
- Involvement of all actors who either have a direct responsibility or role in wildfire preparedness.
- Enable constructive discussions of wildfire risk and preparedness of issues through a range of backgrounds and experiences.

5. Quorum

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

- City of Prince George
- Regional District of Fraser Fort-George

- Lheidli T'enneh First Nation
- McLeod Lake Indian Band
- MOF DPG
- BC Wildfire Service
- Forest industry (major licensees, BC Timber Sales, woodlot licensees, community forests)

6. Decision Making

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 at a minimum twice per year.
- Meetings will be ideally in-person but may also take place virtually.
- Participation in meetings may take place via conference call or web-meeting.
- Meeting dates, times and locations will be convenient to the majority of the members.
- FBC staff 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.

Appendix 1 – Map of Area

