

## PROVINCIAL TRAILS ADVISORY BODY

### Terms of Reference

#### Members

<b>Name</b>	<b>Representation</b>
John Hawkings	Recreation Sites & Trails Branch, Co-chair
Jeremy McCall	Outdoor Recreation Council, Co-chair
Tennessee Trent	Recreation Sites & Trails Branch, Executive Director
Andrew Drouin	Outdoor Recreation Council
Nick Heath	Outdoor Recreation Council
Robert Holland	Outdoor Recreation Council
Tyler Kraushar	Outdoor Recreation Council
Orville Smith	Outdoor Recreation Council
Evan Loveless	Wilderness Tourism Association
David Oliver	BC Wildlife Federation
Alan Callander	Ministry of Transportation & Infrastructure
Kirby Villeneuve	Ministry of Environment, BC Parks
Brian Farquhar	British Columbia Parks & Recreation Association

#### Representation and alternates

1. Persons appointed by the Outdoor Recreation Council to represent public recreation on the Provincial Trails Advisory Body (PTAB) have been selected for their personal attributes. If any appointee is unable to continue the Outdoor Recreation Council will be responsible for appointing a replacement.
2. Persons nominated to represent specific NGOs or government departments and agencies may nominate an alternate and register that person's name with the co-chairs.
3. The addition of new member organizations to the PTAB may be considered and, if appropriate, approved by its members. Representation of such a new member would be based on the type of organization and determined by the PTAB.

#### Goals:

##### Primary goals

1. To assist government with implementation of the *Trails Strategy*;
2. To ensure that the actions set out in the *Trails Strategy* are completed to the extent feasible and in a manner consistent with its intent;
3. To advise government on trails planning and management and recommend improvements to the *Trails Strategy* when appropriate;
4. To advise on ways to reduce institutional and legislative barriers to achieving the objectives of the *Trails Strategy*; and
5. To periodically review the actions listed in the *Trails Strategy* which have not been completed and either modify them, replace them or eliminate them as appropriate

## Secondary goals

1. To provide a collaborative forum for trails organizations and other interests to ensure that the *Trails Strategy* continues to meet the needs of all trail users;
2. To help to resolve provincial issues in trails management by providing input from a trail user and stakeholder perspective;
3. To advise on trail funding priorities;
4. To participate in public events related to trails in BC;
5. To expand partnerships for trail management;
6. To ensure that expertise, opinions and knowledge are shared among trail groups; and
7. To identify any additional measures or actions required to ensure that BC continues to develop a world class trails system.

## **Deliverables**

1. Annually, at the beginning of each fiscal year, schedule meetings of the PTAB for the next 12 months.
2. Annually, at the beginning of each fiscal year, develop a work plan for the next 12 months.
3. Annually, estimate the funding required and identify any other resources required to complete the next 12 months' work plan.
4. Complete an operating plan for each action or commitment in the work plan.
5. Annually summarize the work completed and accomplishments during the previous year.

## **Governance and process**

1. Decision-making during meetings of the PTAB will be by consensus of the committee as a whole.
2. Co-chairs will have the authority to reject decisions which are deemed to be impractical or which cannot be funded.
3. Sub-committees will be formed whenever practical to take on specific tasks identified in the work plan.

## **Scope & Jurisdiction**

1. The PTAB's interpretation of recreation trails will be broad. The PTAB will primarily address issues related to trails on Crown Land but it could also include trails on any publicly owned lands in the Province which are not in National Parks or First Nations Reserves.
2. The PTAB will work with BC Government ministries and agencies which are involved in initiatives related to trails such as the Natural Resource Roads Act and the Off Road Vehicle Act.
3. The PTAB will work with regional districts and municipalities with respect to trail related issues on their lands.

4. The PTAB will receive guidance from the Recreation Sites & Trails Branch as its work progresses.

### **Meetings**

1. The PTAB will generally schedule two face-to-face meetings per year and will schedule one or two conference call meetings in addition.
2. The files of the PTAB will be retained at the office of the Recreation Sites and Trails Branch in Squamish

### **Resources and budget**

1. The Recreation Sites & Trails Branch will be responsible for funding the regular meetings of the PTAB. Such funding will include the cost of meeting venues and travel and accommodation expenses of PTAB members, based on BC Government policies.
2. The PTAB may consider additional fundraising from a variety of sources if it requires funds for special projects.

### **Communications**

1. Communications between members outside of meetings will be conducted primarily by e-mail but also with phone calls when necessary.
2. The PTAB will provide copies of its meeting minutes and other documents describing its work to the Recreation Sites & Trails Branch when they have been approved by its members.
3. Formal communications to the public via organized media and responses to media enquiries will be coordinated by the PTAB membership as a whole and approved by PTAB Co-chairs.

Note: This draft of the PTAB's Terms of Reference was developed in conjunction with the initial meeting of the Provincial Trails Advisory Body. It is subject to approval at a future meeting.

Draft - Subject to approval

jm/jh/bf

Apr. 7/15