



## ENVIRONMENTAL STEWARDSHIP COMMITTEE

### Final Terms of Reference

Version: October 25, 2023

**1.0 Purpose:** The Environmental Stewardship Committee (ESC) is an ad-hoc committee of the Bragg Creek Trails (BCT) Board that is accountable to advise and conduct activities on environmental matters, including pertinent policy, education and outreach related to the following:

- a. Watershed protection, restoration and enhancement
- b. Wildlife monitoring, protection and study
- c. Wild Smart and Bear Smart Programs
- d. Climate change impacts
- e. Weed and vegetation control
- f. Emissions management

### 2.0 Responsibilities:

- a. Make recommendations on environmental policies, procedures, activities, projects, education and communications (internal and external) in support of BCT's Strategic Plan, Projects and Operations.
- b. Generate an Annual ESC Project Plan and submit to BCT's Board for approval.
- c. Advise on budget in line with the Annual Project Plan for submission to the Board.
- d. Formulate and conduct a West Bragg Creek (WBC) wildlife monitoring and study project, in partnership and consultation with non-government organizations, BCT Operations and Alberta, Forestry, Parks and Tourism (AFPT). This project will provide information and recommendations to help guide management decisions on new trail construction, trail closures, trail reroutes, capital projects and WBC operations activities in order to protect wildlife and wildlife habitat.
- e. Implement the recommendations and management suggestions of the WBC Collaborative Watershed Stewardship Project in cooperation with other stakeholders.
- f. Continue to engage climate change adaptation strategies and tactics for trail development, maintenance and management.
- g. Perform other environmental related duties and responsibilities as delegated to the Committee by the Board of Directors.

**3.0 Composition and Roles:** The BCT ESC is comprised of a minimum of one Board member, acting as Chairperson, nominated and voted on by the Board. Other Committee members may include, but are not limited to the following:

- BCT Executive Director or Operations Manager and/or other Board members
- Elbow River Watershed Partnership Representative

- Bragg Creek Environmental Coalition representative
- WildSmart and/or BearSmart representative
- WBC Collaborative Watershed Stewardship Project representative
- BCT volunteers interested in working collaboratively to support the environment using science based decision making

**Board Chair Roles:**

- a. Ensure the BCT ESC handles its responsibilities under section 2.0 above.
- b. Chair meetings of the ESC, ensuring compliance with bylaws, respectful workplace, code of conduct, and other policies of BCT.
- c. Approve the meeting agenda, ensure meeting minutes are completed, and review meeting minutes prior to the distribution to ESC members for their review, edits and approval.
- d. Report back to the BCT Board of Directors at Board meetings.

**4.0 Meetings:**

- a. Meetings of the ESC are held as required.
- b. Meetings of the ESC may be recorded at the discretion of the Chair of the ESC.
- c. Action items may be recorded or incorporated into documents reviewed during meetings.