

KAMLOOPS AIR QUALITY ROUNDTABLE
TERMS OF REFERENCE
APPROVED DATE OCTOBER 10, 2023

BACKGROUND

An Airshed Management Plan was adopted by Kamloops City Council in 2012. Kamloops Moms for Clean Air presented to City Council March 31, 2015 asking for the formation of an Air Quality Roundtable to enable achievement of tangible air quality improvements. In spring 2015, Fraser Basin Council contacted representatives from industry, governments (local, first nations, provincial), interest groups and health authorities who agreed there would be value to meet and explore the concept of a science-based, inclusive multiparty committee that would recognize environmental, social/health and economic perspectives. On June 8, 2015, this group met and agreed that there would be value in creating a multi-stakeholder Kamloops Air Quality Roundtable.

PURPOSE OF ROUNDTABLE

To enable inclusive, multi-party communication, information sharing, feedback and increased utilization of existing tools, products and initiatives related to air quality and climate change, including aspects of air quality related to climate change, that are science-based and recognize environmental, social/health, economic and equity perspectives.

OBJECTIVES

- Educate and raise awareness of air quality and climate change issues amongst the public and various audiences.
- Support implementation of the City of Kamloops Airshed Management Plan and Community Climate Action Plan, and upon request, review, advise and provide feedback on the plans.
- Identify air quality monitoring gaps, support new post-secondary research, and continue existing monitoring partnerships.
- Communicate and collaborate where possible on initiatives to improve air quality, mitigate climate change, and increase climate resilience, including but not limited to industry initiatives, anti-idling, woodstoves, and open burning bylaws.

GEOGRAPHIC AREA

Recognizing that an airshed is an artificial construct and that climate change issues occur at both global and local scales, the geographic area is the Kamloops airshed as defined in *What is in the Air We Breathe?* (City of Kamloops, ND).

MEMBERSHIP, COMPOSITION AND STRUCTURE

The roundtable will be composed of technical staff, faculty or representatives of interest groups not holding public elected office. The structure will be simple: a common roundtable with no separate committees and no hierarchy. Chair or co-chairs may be appointed in the future if agreed to.

Membership may include but is not limited to representatives from the following organizations:

- City of Kamloops
- Kruger
- First Nations Health Authority
- Kamloops 350
- Kamloops Moms for Clean Air
- KGHM Ajax
- Lafarge
- Ministry of Environment and Climate Change Strategy
- CN Rail
- New Gold
- Skeetchestn Indian Band*
- Stk'emlupsemc te Secwepemc* government representing Skeetchestn and TteS)
- Thompson Rivers University - Sustainability Office
- Tolko Industries
- Tk'emlúps te Secwepemc* (TteS)
- CP Rail

- Ministry of Agriculture and Food
- Ministry of Water, Lands, Resource Stewardship
- Ministry of Transportation and Infrastructure
- School District 73
- Thompson Nicola Regional District
- YKA Airport Authority

*WHEREAS The attendance of First Nations or organizations representing First Nations at the Kamloops Air Quality Roundtable cannot be regarded as consent or construed as consultation for impacts to aboriginal interests, rights and title within the Secwepemc Territory. Any parties representing industry or local municipal government seeking First Nations approval, consultation, consent, or mitigation related to air quality must seek consultation process under sovereign consent of the voted political bodies of Stk'emlupsemc te Secwepemc Nation's Joint Chief & Council.

ROLES OF MEMBERS

The role of the members is to:

- Provide direction, coordination and oversight to the roundtable and its activities.
- Promote and work to achieve the purpose and objectives of the roundtable.
- Attend meetings and work collaboratively and respectfully with all members.
- Communicate to and from your respective organization regarding the roundtable.

MEETINGS, LOGISTICS AND FACILITATOR ROLE

The Roundtable will meet quarterly, or as needed, as determined by the roundtable.

Agendas will be circulated at least one week in advance of meetings, and meeting summaries will be circulated no later than one week following meetings. Meeting summaries will be approved at the subsequent meeting.

The facilitator shall impartially develop and circulate agendas, coordinate meeting logistics, lead discussions, and seek consensus at meetings, prepare meeting summaries, and provide support for the roundtable which may include funding applications and external communication.

The content for any roundtable initiatives (e.g., educational and communication material, monitoring initiatives, air quality mitigation initiatives) will either be generated by the roundtable members at the meetings, or will be prepared by the facilitator at the direction of the roundtable members.

DECISION MAKING PROCESS

The roundtable will operate using a consensus-based decision-making model as much as possible. In cases where there is no consensus, the members who dissented and the reasons for their disagreement will be identified. Decisions that cannot be reached will be postponed to the next meeting. When it comes to making decisions that affect the roundtable's scope and function, at least 2/3 of the active members must be present. Active members are those who have attended two out of the last three meetings.

BUDGET AND FINANCES

The roundtable is voluntarily funded by multiple parties. Contributions will accumulate in a common fund, managed by Fraser Basin Council and used for the purpose and objectives of the roundtable.

Other than catering for meetings, roundtable members will fund their own expenses to participate in the roundtable (e.g., mileage, accommodation, per diems).

EXTERNAL COMMUNICATION

The facilitator/secretariat will be the key contact for the roundtable. Each member has their own communication roles for their respective organization; refer to roles of members if speaking about the roundtable.

A simple website will be created and hosted as a page of the Fraser Basin Council, and the terms of reference and approved meeting summaries will be made available, in addition to other resources as they are developed.

Facilitator Contact info:

Alex de Chantal

Regional Manager - Thompson Okanagan

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REFERENCES

City of Kamloops. ND. *What is in the air we breathe?* Downloaded from

<http://www.kamloops.ca/environment/pdfs/12-AirshedBackgroundDoc.pdf>

City of Kamloops - Airshed Management Plan

<https://www.kamloops.ca/sites/default/files/docs/13-05-airshedmanagementplan.pdf>

City of Kamloops - Community Climate Action Plan

https://www.kamloops.ca/sites/default/files/docs/cityofkamloops_communityclimateactionplan_june2021_final_0.pdf