



# Bragg Creek FireSmart Committee

## Terms of Reference

TOR #C-BCFC

### Purpose

- 1 The Bragg Creek FireSmart Committee ("the Committee"):
  - (1) Provides feedback to Rocky View County Fire Services on issues related to wildfire threat and community protection within a 10 km zone surrounding the Bragg Creek area;
  - (2) Consults with the community on a continuous and ongoing basis to respond to emerging issues and provide information on innovative solutions related to wildfire threats and community protection;
  - (3) Develops strategic and operational options to reduce wildfire threats for inclusion in municipal development, natural resource, and forest protection plans;
  - (4) Annually reviews and maintains the Greater Bragg Creek FireSmart Mitigation Strategy as approved by Council;
  - (5) Recognizes the diverse needs of stakeholders and community members and provides ongoing education regarding the threat of wildfire and actions that can be taken to mitigate the threat;
  - (6) Researches available funding options for community FireSmart activities; and
  - (7) Conducts other work as directed by Rocky View County Council.



### Membership

- 2 The Committee consists of the following voting members:
  - (1) One Councillor appointed at the Organizational Meeting of Council for a ~~four~~ **two** year term ~~or for a term to coincide with the next municipal election~~; and
  - (2) A minimum of six Members at Large from the Greater Bragg Creek area appointed at the Organizational Meeting of Council for a ~~four~~ **three** year term.
- 3 The Committee is supported by the following resources:
  - (1) One staff member from Fire Services, appointed by the Fire Chief;
  - (2) One staff member from Rocky View County Emergency Management Agency, appointed by the Director of Emergency Management; and
  - (3) One representative from the Department of Agriculture and Forestry will be invited to attend Committee meetings.



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- 4 At the discretion of the Chair, additional community members may be appointed to the Committee in a non-voting capacity.



### Chair

- 5 The ~~members of the Committee choose the Chair~~ will be a Councillor appointed by Council at the annual Organizational Meeting for a two year term and the Vice Chair will be appointed by the Committee at its first meeting following the annual Organizational Meeting for a two year term from amongst the voting members.



### Quorum

- 6 A quorum of the Committee is four voting members.



### Reporting

- 7 The Committee shall provide an annual report to Council detailing the Committee's activities.
- 8 A Committee motion and/or recommendation to Council on any matter requires the approval of Council prior to being acted upon.



### Budget

- 9 The Committee has no additional budget.



### Meetings

- 10 The Committee shall hold Meetings not less than two times a year on dates and times as may be determined by the Committee or at the call of the Chair.





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Revision Date	<ul style="list-style-type: none"><li>• May 22, 2018</li><li>• January 8, 2019</li></ul>
Reports To	<ul style="list-style-type: none"><li>• Council</li></ul>
Supporting Department	<ul style="list-style-type: none"><li>• Fire Services</li></ul>
Authority	<ul style="list-style-type: none"><li>• Council Motion</li></ul>
Last Review Date	<ul style="list-style-type: none"><li>• January 8, 2019</li></ul>
Next Review Date	<ul style="list-style-type: none"><li>• TBD</li></ul>

