

LOWER FRASER FISHERIES ALLIANCE

Terms of Reference for the Signatories

SIGNATORIES TO THE AGREEMENT

1. Signatories to the agreement have the opportunity of participating in the business and decision making process of the Lower Fraser Fisheries Alliance organization.
2. Wherever possible, decisions will be arrived at through consensus at meetings. If consensus can not be achieved the following will apply:
 - a. decisions on the issue will be deferred until further information is provided if it is deemed that clarification is required; or
 - b. Roberts Rules (decision making) will be implemented as a last resort (i.e. when a decision is required) whereby a vote by simple majority will be sufficient for a final decision to be made.
3. A quorum of the Signatories (50% plus 1) must be present at duly convened meetings before business and decisions can proceed. If a quorum is not present the delegates in attendance may elect to proceed and the following will apply:
 - a. Any decisions will be made in principle until absent LFFA member(s) can be canvassed by email, fax or phone;
 - b. A briefing note will be provided to the absent LFFA members outlining the discussion and items requiring their decision;
 - c. A specific time frame for LFFA members to respond will be identified;
 - d. Once enough affirmative responses are received to confirm a quorum, the decisions of the meeting will be deemed ratified;
 - e. If the decision is not passed through this process, the issue will be reconsidered at the next regular LFFA meeting or at a special meeting if the matter is urgent.

4. Each Signatory will identify one delegate who will commit to participating. If an alternate also is also identified, participation by delegate or alternate will be acceptable.
5. Non Signatory Lower Fraser First Nations can join the LFFA at any time providing it is expressed in writing by the Chief and Council of the Community.
6. All participants are required to conduct themselves in a respectful manner through out all proceedings.
7. All participants are required to review correspondence and documents which are relevant to the Lower Fraser Fisheries Alliance.
8. Terms of Reference Review-The LFFA Terms of Reference will be reviewed annually by the Executive Committee at the beginning of each fiscal year in April. Following the review, any amendments will be sent to LFFA delegates for review and comment.
9. Amending Provision - These Terms of Reference may be amended by consensus and quorum of the LFFA (See LFFA Terms of Reference for the Signatories regarding their decision making process). A quorum of the LFFA is 50% plus 1 of those in attendance at a duly convened meeting.