

Terms of Reference

TK Working Group

March 5th, 2012

Purpose:

The CEMA Traditional Knowledge (TK) Working Group is established to promote the inclusion of traditional knowledge within CEMA and its work, and to complete TK work identified as important by the group, the Aboriginal Coordinating Committee, and other CEMA Working Groups. The goals are to ensure meaningful and equal Aboriginal input in environmental management frameworks and recommendations to government and hence to ensure the land, forest, air, water, wildlife and biodiversity in the Regional Municipality of Wood Buffalo will be protected, and reclaimed for long term sustainability.

Objectives:

The CEMA TK Working Group will promote the use of TK within the region, promote effective communication about CEMA with member Aboriginal communities, and undertake TK projects and research for CEMA, including its working groups, through the following objectives:

- Promote appropriate methodologies for the inclusion and use of TK, along with western science, in environmental management frameworks and recommendations;
- Undertake TK projects important to Aboriginal communities, as recommended by the Aboriginal Coordinating Committee, and within CEMA's mandate;
- Ensure equal and early collaboration and inclusion on all CEMA projects where TK can make a meaningful contribution;
- Maintain effective relationships between CEMA and member Aboriginal communities within and adjacent to the Regional Municipality of Wood Buffalo.

Context:

Cumulative environmental effects, which generally include, but are not restricted to, industrial air emissions, pollution, wildlife loss, habitat loss, water quality and quantity, are relevant to all peoples, industry and governments within the region. There is a need for the collaboration and coordination of environmental management efforts, and TK can be used to better understand the complexities of ecosystems and the cumulative impacts industry and related factors have had and will have on the environment.

Meaningful and effective involvement by the Regional Municipality of Wood Buffalo and adjacent area member Aboriginal communities can only be achieved if the best available traditional knowledge is also utilized equally alongside western science. The Working Group will therefore adhere to the principle of "sound science" as defined by the utilization of the best-available western and traditional knowledge in its internal decision-making processes. Additionally, the Working Group will strive to ensure CEMA's support mechanisms and

processes allow for meaningful and effective involvement of its member Aboriginal communities in all CEMA projects and studies.

Operating Guidelines:

The TK Working Group will operate in a manner that is consistent with the principles, rules, policies and procedures adopted by CEMA.

The TK Working Group will follow the CEMA decision making policy and guideline.

The TK Working Group will need to formally interface with other CEMA working groups regarding work plans, project updates, and potential TK projects in order to ensure they are carried out with early and appropriate involvement of its Aboriginal members, and through methods appropriate to the cultural values of those members.

When circumstances warrant the opportunity, the TK Working Group may need to formally interface with other regional multi-stakeholder organizations.

To maintain these linkages, and to keep CEMA members updated on Working Group activities, the TK Working Group will need to collaborate with CEMA communications personnel.

Report to the CEMA Board:

TK Working Group will provide progress report(s) to the CEMA Board including an annual report on activities.

TK Working Group will be responsible for and report on the following deliverables that have been identified (but not limited to the following items):

- Educate and increase awareness of CEMA personnel and member organizations on TK and its place in CEMA work;
- Increase awareness of CEMA and its work through effective and appropriate communication strategies with member Aboriginal communities, such as plain language and translated language documents/videos;
- Undertake TK projects as a Working Group, and collaboratively with other CEMA working groups;
- Document and maintain existing TK resources and their use (i.e. journals, papers, reports, projects);
- Meet on a regular basis with CEMA working groups to discuss potential TK Projects;
- Review, update and maintain the TK Research Guidelines as needed. This will include, but not be limited to establishing guidelines on archival standards for collecting and maintaining raw data and the development of a legacy plan for collected material;

- Provide opportunity for Elders and youth from member Aboriginal communities to share knowledge and updates on CEMA work with member Aboriginal communities;
- Participate in Community meetings / open houses / focus groups;
- Provide capacity building through specific projects that will support Aboriginal participation and engagement in CEMA work;
- Define TK from a Cree, Dene, and Métis worldview and perspective

Membership:

Any member of CEMA is eligible to join the TK Working Group. The membership of the TK Working Group may be made up of members from each sector, with each sector* having one vote. From these members, the TK Working Group may seek to focus those experienced in coordinating or managing TK projects, people with TK, and leaders from the Aboriginal community in a specific TK project Task Group as needed.

Details of membership responsibilities and chair rotation can be found in CEMA's membership and chairing policies and procedures. The TK Working Group shall elect co-chairs from amongst its members. Co-chairs will have the following requirements and responsibilities:

A minimum of one Chair must be a representative of the Aboriginal sector.

Possess knowledge of TK research and understanding of project management.

Be familiar with community issues.

Have an understanding of environmental issues.

Be responsible for calling and facilitating meetings.

Be responsible for representing the views and interests of the Working Group at CEMA meetings as instructed by the members of the Working Group.

Be responsible for ensuring work done by Working Group members is done on time and in the manner agreed upon.

*Sector: one vote from oil sands mining, non-governmental organization, federal government, provincial government, in-situ, forestry, and each Aboriginal member community.

Approval:

These terms of reference were approved by the CEMA Board on: March 28th, 2012