

## **Research and Monitoring (R&M) Team Terms of Reference (ToR)**

1. The Terms of Reference (ToR) for the R&M Team shall be developed by the Team and approved by the Board before any work is done.

2. The Team must consider the MRWCC objectives, the bylaws, the current Business Plan, Integrated Watershed Management Plan, and any specific initiating instruction from the Board of Directors in the development of the ToR.

3. R&M Team Terms of Reference:

3.1 Team Name: Research and Monitoring Team (R&M). The identity indicates its general objectives.

3.2 Team Type: ongoing

3.3 Chairperson: To be decided annually by the Board of Directors by consensus at the first Board meeting after the AGM. The Chairperson should be someone skilled in chairing meetings who may or may not be a subject matter expert. The Chairperson will be a member of the Board of Directors.

3.4 Purpose:

3.4.1 To collect information about the watershed and identify gaps in our current knowledge.

3.4.2 To initiate research, monitoring, and stewardship projects that will further our understanding and management actions related to watershed resources:

- a. Develop, implement and maintain a water quality monitoring program.
- b. Promotes water conservation and best management practices in rural and urban areas.
- c. Understands agricultural and recreational impacts on water quality.
- d. Implements projects that may protect and maintain water quality and riparian health.
- e. Addresses recreational impacts on riparian health and water quality in the Milk River.
- f. Any other projects as required

3.5 Authority/Responsibility: At least one member of the Board of Directors, the Executive Director, and the Program Coordinator are members of the Research and Monitoring Team, in addition to other subject matter specialists from our stakeholder partner organizations. The Executive Director with the help of the Program Coordinator will be responsible for coordinating the Team in clearly setting out any decision-making methods, specific objectives/tasks the Team plans to achieve, policy guidelines that the Team expects to follow in its activities including preparing the Strategic Management Plan; reports assigned by the Board; and meeting minutes. The Team has the ultimate

approval of all the work and activities presented for Board's approval. Reports must clearly distinguish between observations and recommendations.

3.6 Decision-making: by consensus-based approach

3.7 The Team Chair will give a team update at each Board Meeting. The Team will meet at least once a year. The program Coordinator will record meeting minutes. The Team members will decide on meeting dates and times prior to the year.

3.8 Composition: No more than 20 members.

3.9 Resources Required: Staff support, project funding, and bring in experts as required.

3.10 Approval date: the date on which the terms of reference are approved by the board.

3.11 Review date: the date by which the Team reviews and evaluates its terms of reference and forwards recommended adjustments to the board. \*Coincides with Board budget process.

Approved on April 26, 2018