

**TERMS OF REFERENCE
FOR THE WATER CAUCUS of the NOVA SCOTIA ENVIRONMENTAL NETWORK**

1. Vision: Water in Nova Scotia is protected now and in the future.
2. Purpose: To create a network of individuals and organizations that is interested in supporting watershed-based management within Nova Scotia through the sharing of expertise, experiences, knowledge and information, equipment and resources. This network will also serve to facilitate the discussion of issues and the input of water-focused ENGOs in the development of water, watershed and coastal management strategies and policy.
3. NSEN Water Caucus Organizational Structure:
 - a) The Core membership comprises one voting representative of water-focused community groups (ENGOs focussed on watershed, coastal and inland waters).
 - b) Around that Core shall be other groups and agencies i.e., industry, government, and business representatives to provide resources, expertise and operate in an advisory capacity as needed.
 - c) This Caucus may also have subcommittees consisting mostly of the Core group (as in 3.a) but also one or two ex-officios from other agencies (as in 3.b).
 - d) This Caucus shall have a chairperson, secretary, and Canadian Environmental Network (CEN) liaison officer.
4. Membership:
 - a) is open and voluntary;
 - b) may include individuals and / or organizations drawn from, NGOs, municipal, provincial and federal departments, academics, regional development authorities, plus others;
 - c) is deemed active for any individual or group representative that has signed on to the NSEN Water Caucus Yahoo! listserv;
 - d) is encouraged but not required to belong to the Nova Scotia Environmental Network (NSEN) membership;
 - e) will work to ensure organizations with the resources and those in need of resources are included; and
 - f) will strive to involve water-focused ENGOs from watersheds across the province.
5. Linkages:
 - a) A liaison officer will link with the National Water Caucus of the CEN.
 - b) Connections with other networks that have a focus on water quality, water quantity and water resources associated with quality of life will be fostered in order to coordinate efforts.
6. Communication:
 - a) Methods to communicate topics of interest to the NSEN Water Caucus members will primarily occur electronically, via the Water Caucus listserv of the NSEN and via a page indicating dates of interest and issue links on the NSEN web page (www.nsen.ca).

- b) Meetings of the Core membership will be held monthly or as needed by teleconference* rotating between interested water-focused groups from around the province. These meetings will primarily serve to share expertise, experiences, knowledge and information, and equipment and resources to support members' interests in watershed-based management within Nova Scotia.
- c) Meetings of subcommittees will be held as needed by teleconference* primarily to discuss issues and gather input of water-focused ENGOs in the development of water, watershed and coastal management strategies and policy. Results from these meetings will be reported back to the Core group.

*Costs of the teleconference may be shared amongst the members of the NSEN Water Caucus.

- 7. Funding Support:
The group may choose to fundraise for joint projects as needs arise.
- 8. Chairperson:
 - a) Shall be chosen from among the Core membership.
 - b) Must take a leadership role (i.e., call meetings, chair meetings, and ensure that Terms of Reference is exercised according to the membership).
 - c) May be undertaken on a rotating basis as determined by the Core membership.
- 9. Canadian Environmental Network Liaison Officer:
 - a) Shall be selected from among the Core membership.
- 10. Recording Secretary:
Shall be selected from among the Core membership at each meeting.
- 11. Rules of Order:
Core membership and subcommittee meetings will function by consensus. Where consensus cannot be reached, Roberts Rules of Order will be used.
- 12. Quorum:
Fifty percent plus one of the Core memberships shall constitute a quorum.
- 13. Resignation:
Resignation from the NSEN Water Caucus membership shall be expressed in writing on the Yahoo! listserv.