

# Terms of Reference

The logo for the Capital Regional District (CRD) is located in the top right corner of the header. It consists of the letters 'CRD' in a bold, sans-serif font, positioned above a stylized, wavy graphic that represents a landscape or water.

## **FIRST NATIONS RELATIONS COMMITTEE**

### **PREAMBLE**

The Capital Regional District (CRD) spans the traditional territories of over 20 First Nations, of which 11 have Reserve lands and 9 of those are populated. The First Nations Relations Committee is a standing committee established by the CRD Board to provide support to the Board in building strong government-to-government relationships with First Nations, and to provide advice and direction to the Board on matters that directly or indirectly affect those relationships.

The Committee's official name is to be:

First Nations Relations Standing Committee

### **1.0 PURPOSE**

- a) The mandate of the Committee includes providing advice and making recommendations to the Board regarding the following functions relating to First Nation governments:
  - i. Advise on programs and activities that strengthen relationships between the CRD and First Nations within the region;
  - ii. Understand and provide advice to the Board on the implications of the BC Treaty process where it intersects with local government interests;
  - iii. Provide guidance on the coordination of regional events such as a Forum of all Councils;
  - iv. Make recommendations to the Board on the initiatives identified in the First Nations Task Force Final Report; and
  - v. Review progress on Reconciliation with First Nations and make recommendations to support continued efforts.

### **2.0 ESTABLISHMENT AND AUTHORITY**

- a) The Committee will make recommendations to the Board; and
- b) The Board Chair will appoint the Committee Chair, Vice Chair and Committee members annually.

### **3.0 COMPOSITION**

- a) Committee members will be appointed CRD Board Members;
- b) All Board members are permitted to participate in standing committee meetings, but

not to vote, in accordance with the CRD Board Procedures Bylaw; and

- c) First Nation members are permitted to participate in standing committee meetings at their pleasure, in accordance with the CRD Procedures Bylaw, where the Nation has an interest in matters being considered by the committee.

#### **4.0 PROCEDURES**

- a) The Committee shall meet quarterly and hold special meetings as required;
- b) The agenda shall be finalized in consultation between staff and the Committee Chair and any Committee member may request that a matter be placed on the agenda through the Notice of Motion process;
- c) With the approval of the Committee Chair and the Board Chair, Committee matters of an urgent or time sensitive nature may be forwarded directly to the Board for considerations;
- d) A quorum is a majority of the Committee membership and is required to conduct Committee business; and
- e) The above procedures may be relaxed or suspended by majority vote of the Committee in order to facilitate unstructured discussions and consensus-based outcomes.

#### **5.0 RESOURCES AND SUPPORT**

- a) The General Manager of Corporate Services with support from the Manager of First Nations Relations will provide strategic support and act as liaison to the committee; and,
- b) Minutes and agendas are prepared and distributed by Corporate Services.

*Approved by CRD Board January 13, 2021*