

Terms of Reference

The logo for the Capital Regional District (CRD), consisting of the letters 'CRD' in a stylized, bold font.

INTEGRATED RESOURCE MANAGEMENT ADVISORY COMMITTEE

PREAMBLE

The Capital Regional District (CRD) Integrated Resource Management Advisory Committee is an Advisory Committee established by the CRD Board to provide advice and make recommendations to the Environmental Services Committee on matters related to integrated resource management planning.

The Committee's official name is to be:

Integrated Resource Management Advisory Committee

1.0 PURPOSE

The mandate of the Committee includes providing advice and making recommendations to the Board regarding waste to resource programs for biosolids, kitchen scraps and/or municipal solid waste including integrated resource management options.

2.0 ESTABLISHMENT AND AUTHORITY

- a) The appointment of the Chair, Vice Chair and members is delegated to the CRD Board Chair;
- b) The Committee will report its advice and recommendations to the Environmental Services Committee for consideration.

3.0 COMPOSITION

- a) The CRD Board Chair is an ex-officio member of the Committee;
- b) All Board members are permitted to participate in standing committee meetings, but not vote, where an item of local significance is on the agenda.

4.0 PROCEDURES

- a) The CRD Board Procedures Bylaw will apply;
- b) The Committee shall meet every two months or as required at the call of the Chair;
- c) The agenda will be finalized in consultation between CRD staff and the Committee Chair and any committee member may make a request to the Chair to place a matter on the agenda;

- d) With the approval of the IRM Advisory Committee Chair and the Board Chair, committee matters of an urgent or time sensitive nature may be forwarded directly to the Board for consideration; and
- e) A quorum is a majority of the committee membership and is required to conduct committee business.

5.0 RESOURCES AND SUPPORT

- a) The General Manager of Parks & Environmental Services will lead the coordination and allocation of resources to the Committee;
- b) Minutes and agendas are prepared and distributed by the Corporate Services Department.

*Approved by Integrated Resource Management Advisory Committee on February 21, 2018
Approved by CRD Board on March 14, 2018*