

Terms of Reference



ENVIRONMENTAL SERVICES COMMITTEE

PREAMBLE

The Capital Regional District (CRD) Environmental Services Committee is a standing committee established by the CRD Board and will oversee and make recommendations to the Board regarding waste management, resource recovery, climate change and other environmental matters.

The Committee's official name is to be:

Environmental Services Committee

1.0 PURPOSE

The mandate of the Committee includes overseeing and making recommendations to the Board regarding the following functions:

- Policy matters pertaining to liquid and solid waste management, i.e. beneficial use of biosolids, regional source control and energy recovery from sewage, treated effluent and solid waste
- Regional solid waste function
- Waste diversion and recycling programs
- Hartland operations
- Resource recovery opportunities
- Stormwater quality function for the core area and Sooke, and the Southern Gulf Islands and Salt Spring Island
- Climate Action Strategy & Program – policy, community initiatives and public outreach
- Millstream Meadows Remediation
- Environmental and sustainability matters
- Integrated watershed management planning – community initiatives and public outreach
- Preservation and/or restoration of biodiversity and ecosystem health
- Invasive species management and coordination

The Committee may also make recommendations to the Board to advocate to senior levels of government for programs and regulations to reduce emissions and/or prepare for climate change.

The Committee will also:

- serve as the Plan Monitoring Advisory Committee for the current Solid Waste Management Plan (SWMP)
- stand as the Steering committee for the revised SWMP

The following committees will report through the Environmental Services Committee:

- Climate Action Inter-Municipal Task Force
- Integrated Solid Waste and Resource Management Plan Solid Waste Advisory Committee (SWAC)
- Integrated Resource Management Advisory Committee

2.0 ESTABLISHMENT AND AUTHORITY

- The committee will make recommendations to the Board for consideration; and
- The Board Chair will appoint the Committee Chair, Vice Chair and committee members.

3.0 COMPOSITION

- The Chair, Vice Chairs and members are appointed annually by the Board Chair.
- All Board members are permitted to participate in standing committee meetings, but not vote, where an item of local significance is on the agenda (Board resolution Nov. 12, 2014).

4.0 PROCEDURES

- The committee shall meet on a monthly basis, except August and December, and have special meetings as required;
- The agenda will be finalized in consultation between staff and the Committee Chair and any committee member may make a request to the Chair to place a matter on the agenda;
- 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 consideration; and
- A quorum is a majority of the committee membership and is required to conduct committee business.

5.0 RESOURCES AND SUPPORT

- The General Manager Parks & Environmental Services will act as liaison to the committee; and
- Minutes and agendas are prepared and distributed by the Corporate Services Department.

*Approved by the Environmental Services Committee on February 7, 2018
Approved by the CRD Board on March 14, 2018*