MUNICIPAL DIRECTORS' COMMITTEE

Terms of Reference

1.0 Overview

The Chair of the Board of Directors (the 'Board Chair') for the Columbia-Shuswap Regional District has established the Municipal Directors' Committee (the 'Committee') to provide advice and guidance to the Regional Board concerning matters for which a unique municipal interest has been identified. In accordance with the *Local Government Act*, the Committee shall continue to exist during the term of or until terminated by the Board Chair.

2.0 Purpose and Mandate

2.1   The mandate of the Committee is to provide advice and recommendations to the Regional Board concerning matters which:

- are deemed to be of interest primarily to member municipalities;
- have been referred to the Committee by the Regional Board;
- have been referred to the Committee in accordance with Regional District policy; or,
- are related to the assumption of additional advisory responsibilities which the Committee believe should fall within the Committee's mandate.

2.2   The Committee may also make decisions on matters that corporate authority has been specifically delegated by the Regional Board.

3.0 Membership

3.1   Membership on the Committee shall be comprised of all Municipal Directors.

3.2   The Committee will elect a Chair (the 'Committee Chair') and Vice Chair at its inaugural meeting each year.

3.3   The Committee Chair will serve in that capacity until the next inaugural meeting unless the Committee Chair ceases to hold the qualifications for the position.

4.0 Meetings

4.1   The Committee will meet as required to fulfill its mandate, up to four (4) times a year.

4.2   Meetings will be scheduled in advance by resolution of the Regional Board at its inaugural meeting.

4.3   The Committee will be subject to the Regional Board's Procedure Bylaw.

5.0 Reporting

The Committee will provide its advice and recommendations to the Regional Board through receipt and endorsement of the committee meeting minutes, or in the form of a written report from the Committee Chair.

September 19, 2019