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REPORT TO GOVERNANCE COMMITTEE MEETING OF WEDNESDAY, AUGUST 02, 2023

SUBJECT 2023 Governance Committee Terms of Reference - Revised

ISSUE SUMMARY

To approve a revised Terms of Reference for the Governance Committee that reflects the recent establishment of the CRD Accessibility Advisory Committee.

BACKGROUND

On December 14, 2022, the Regional Board approved the 2023 Terms of Reference (TOR) for standing committees.

On April 12, 2023, the CRD Board approved the establishment of a CRD Accessibility Advisory Committee (TOR attached as Appendix A) and directed that the Governance Committee's TOR be amended to include consideration of matters related to accessibility.

To reflect the establishment of the new Accessibility Advisory Committee, the Governance Committee TOR has been revised to include receiving reports and recommendations from the Accessibility Advisory Committee and recommending appointment to that Committee. These updates were made to the Governance Committee's TOR, attached as Appendix B to this report. A redlined copy is attached as Appendix C.

The TOR are being provided for review by the Committee. Any proposed revisions to the TOR will require ratification by the Board.

ALTERNATIVES

Alternative 1

The Governance Committee recommends to the Capital Regional District Board:
That the revised 2023 Governance Committee Terms of Reference be approved as presented.

Alternative 2

The Governance Committee recommends to the Capital Regional District Board:
That the revised 2023 Governance Committee Terms of Reference be approved as amended.

CONCLUSION

Terms of Reference serve to clarify the mandate, responsibilities and procedures of committees and provide a point of reference and guidance for the committees and their members. To reflect the establishment of the new Accessibility Advisory Committee, the Governance Committee TOR has been revised to include receiving reports and recommendations from the Accessibility Advisory Committee and recommending appointment to that Committee.

RECOMMENDATION

That the Governance Committee recommends to the Capital Regional District Board:
That the revised 2023 Governance Committee Terms of Reference be approved as presented.

Submitted by:	Marlene Lagoa, MPA, Manager, Legislative Services & Deputy Corporate Officer
Concurrence:	Steven Carey, B.Sc., J.D., Acting General Manager, Corporate Services
Concurrence:	Ted Robbins, B. Sc., C. Tech., Chief Administrative Officer

ATTACHMENT(S)

- Appendix A: Accessibility Advisory Committee Terms of Reference (Final)
- Appendix B: Revised Governance Committee Terms of Reference (Draft)
- Appendix C: Revised Governance Committee Terms of Reference (Redlined)