

# 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 stylized, bold, sans-serif font, positioned above a series of three curved, overlapping lines that suggest 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. Initiate and engage in 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 to the First Nations Relations Division in coordinating regional events such as a Forum of all Councils;
  - iv. Make recommendations to the Board on membership and participation of First Nation governments on the Committee and on the Board;
  - v. Engage with senior levels of government and provide representation on an intergovernmental working group, as required;
  - vi. Make recommendations to the Board on the initiatives identified in the First Nations Task Force Final Report.

### 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.

### **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, where an item of local significance is on the agenda (Board resolution Nov. 12, 2014).

### **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;
- 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.
- 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 serve as the principal point of contact for Committee members.
- b) Minutes and agendas are prepared and distributed by Corporate Services.

*Approved by the CRD Board on \_\_\_\_\_*