



metrovancouver

Parks Committee Terms of Reference

The Parks Committee is the standing committee of the Metro Vancouver (MV) Board which provides advice and recommendations to the MV Board on Regional Parks related programs and issues.

The Parks Committee's scope of work encompasses regional parks policies, bylaws, plans, projects and programs directed at providing outdoor recreation while also conserving important natural and cultural assets and how these considerations can contribute to the livability and sustainability of the region as part of the Sustainable Region Initiative.

Metro Vancouver owns, manages and operates an extensive regional park system. In 2005 Metro Vancouver adopted a new Parks and Greenways Management Plan and the strategies and actions needed to implement that plan will be an important focus for the Committee.

The Parks Committee's responsibilities will include providing advice to the Board on projects related to land acquisition, facility development and operating priorities in the regional parks system.

Members of the Parks Committee may, and are encouraged to, bring forward suggestions on new or revised policies, programs or projects which, with the assent of the committee, would be referred to staff for the appropriate analysis and recommendations. Where such initiatives would significantly alter existing approved work programs, the committee should be apprised of this and, if deemed appropriate, recommend changes in work program to the Board.

The Parks Committee is the forum to which staff report on regional parks programs, projects and policies. The Committee's responsibilities are:

- To review and monitor the annual work program for programs assigned to the committee and make recommendations to the Metro Vancouver Board, as necessary, on any changes in program scope and priorities;
- To develop, plan and initiate policies, projects and programs and make recommendations to the Metro Vancouver Board on the appropriate actions;
- To hear and consider public delegations on matters within the scope of the committee's purview and, where appropriate, make recommendations to the Metro Vancouver Board arising out of such delegations;
- To pursue matters referred to the committee by the Metro Vancouver Board and report back to the Board expeditiously, as required.

In carrying out these responsibilities, the Committee may provide advice, guidance or direction to staff as to the scope and priority of work to be carried out, including new tasks to be undertaken. However, where such direction represents a sufficiently significant change in the previously approved work program, or a significant expenditure of funds, or runs contrary to the advice of professional staff, the Committee shall refer the matter to the Board, with appropriate recommendations, for decision by the Board.

The Committee Chair, or in the absence of the Committee Chair, the Committee Vice-Chair will usually be the chief spokesperson on matters of public interest within the Committee's purview. Some issues may be of such public profile that it will be appropriate for the Board Chair or Vice Chair to be the chief spokesperson; on technical matters or where the status is still at the staff proposal level, the Chief Administrative Officer or senior staff may be the appropriate chief spokesperson. Where necessary and practical, the Board Chair, the Committee Chair and the Chief Administrative Officer (or vice-chairs and deputy) will confer to determine the most appropriate course of action.

The CAO will assign a departmental manager to be 'duty manager' to the Committee. The duty manager will be responsible for coordinating agendas and be the principal point of contact for committee members.

Committee Meetings

The Parks Committee meets monthly, except for August and December and has special meetings as required. The annual Committee parks tour is conducted in the summer. A quorum of 50% plus one of the Committee membership is required to conduct Committee business.

Relationship with Other Board Committees

Matters of overall budget and financing of the programs are the purview of the Finance Committee. Expenditures within the approved budget remain the purview of the Parks Committee, but items which entail significant changes to the approved budget should be referred to the Finance Committee for their recommendation to the Board as well as the recommendation of the Parks Committee.

Matters considered by the Parks Committee may have implications for issues considered by other committees, in particular the Environment and Energy Committee and the Regional Planning Committee. Similarly matters considered by other committees may have relevance for the Parks Committee.

The duty manager will attempt to keep the committee apprised of significant reports with inter-committee implications.

Committee Membership

The Chair, Vice Chair, and members are appointed annually by the Chair of the MV Board of Directors.