



# Waste Management Committee

## Terms of Reference

The Waste Management Committee is the standing committee of the Greater Vancouver Regional District (GVRD) Board which provides advice and recommendations to the GVSDD Board on waste management programs.

The Waste Management Committee's scope of work comprises solid waste, wastewater and storm-water issues and how regional policies, projects and programs on these matters can contribute to the livability and sustainability of the region as part of the Sustainable Region Initiative.

The GVSDD is directly responsible for the regional systems for collection, conveyance, treatment and disposal of solid waste and wastewater, and for storm-water over a more limited geographical extent. These activities, which are carried out under the provisions of the Liquid Waste Management Plan and the Solid Waste Management Plan which have been adopted by the Board and approved by the Province, will be a significant focus for the committee.

The Waste Management Committee is the forum to which staff report on waste management 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 GVSDD Board, as necessary, on any changes in program scope and priorities;
- To consider staff reports on policies, projects and programs and make recommendations to the GVSDD 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 GVSDD Board arising out of such delegations;
- To pursue matters referred to the committee by the GVSDD 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 Commissioner or senior staff may be the appropriate chief spokesperson. Where necessary and practical, the Board Chair, the Committee Chair and the Commissioner (or vice-chairs and deputy) will confer to determine the most appropriate course of action.

The Commissioner 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 Waste Management Committee meets monthly, except for August and December and has special meetings as required. 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 Waste Management 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 Waste Management Committee.

Matters considered by the Waste Management Committee may have implications for issues considered by other committees, in particular the Environment Committee, the Water Committee, the Land Use and Transportation Committee and the Parks Committee. Similarly matters considered by other committees may have relevance for the Waste Management 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 GVRD Board of Directors.