

## District of Central Saanich

### Terms of Reference Healthy Watershed Committee

#### KEY RESPONSIBILITIES

- The Healthy Watershed Committee (HWC) will provide advice and support to Council through the Water & Waste Management Division of the Committee of the Whole on matters affecting water quality and quantity in Central Saanich.
- The HWC will promote community awareness of watershed health and participate in educational opportunities focused on specific groups (e.g. fish release for students) and the community at large (e.g. educational articles in District newsletter)
- At the request of Council or the Committee of the Whole, provide feedback on District projects that impact drainage in the context of the District's integrated stormwater management plan and any other projects referred to the Healthy Watershed Committee by Council

#### COMPOSITION

Membership shall consist of the following members:

Central Saanich Council- 2 members

Tsawout First Nation- 1member

Tsartlip First Nation- 1member

Peninsula Streams- 1member

Saanich Inlet Protection Society -1member

District of Central Saanich Advisory Planning Commission- 1member

District of Central Saanich Agricultural Advisory Commission- 1member

And 2 Directors at Large positions as appointed by Council

#### Staff Support

Director of Engineering and Public Works

Senior Engineering Technologist

Other staff resources (as required)

#### PROCEDURES

- At the first meeting in each calendar year, a Committee Chair and Vice-Chair will be elected
- Items identified for inclusion on the Agenda will be the responsibility of the Chair, in liaison with the Director of Engineering and Public Works.
- A quorum will be simple majority of Committee members.
- In the event there is no quorum, the Agenda will be reproduced and presented at a subsequent meeting of the Committee.
- Meetings to be held at 7:00 p.m. on the 2<sup>nd</sup> Wednesday of the month if required.
- An Agenda will be provided to all members of the HWC on the 3<sup>rd</sup> Friday of each month when the Committee is meeting.
- The HWC will invite delegations, who either are directly related to or have an interest in the Committee's mandate, to present to the Committee.
- All motions require a mover and require a majority vote to be adopted.

## **STATUS AND AUTHORITY**

- The Healthy Watershed Committee is a Select Committee of Council as defined under the *Community Charter* and is an advisory group to the Committee of the Whole and Council only.
- The rules of order shall be the same as those outlined for local government in the *Community Charter, Local Government Act* and the current Council's Procedure Bylaw.