

Committee of the Whole

'Terms of Reference'

The Peace River Regional District 'Committee of the Whole' is a meeting of the PRRD Board of Directors, staff and invited guests to discuss items of interest to the Peace River Regional District that require understanding, discussion and / or debate prior to making any formal decision.

Committee of the Whole (CoW) is a meeting authorized under the PRRD Meeting Procedures By-law.

Terms of Reference:

1. Topic items must be assigned to the CoW by the PRRD Board only;
2. All CoW meetings are open to public viewing (not public participation);
3. Topics that the Board may forward to CoW:
 - a. Issues needing additional understanding;
 - b. Issues needing understanding and consideration of multiple options; and
 - c. Issues with multiple problems / concerns;
4. There is no opportunity to add additional items to a CoW agenda;
5. The CoW meeting Chair shall be the Board Chair or designate;
6. Discussion shall be directed through the meeting Chair in a round table format that includes all Directors, staff and guests at the discussion table;
7. Guests (delegations) making presentation to CoW will be formally limited to a 15 minute presentation as per the Meeting Procedure By-law, but with permission of the Directors, may extend the time permitted for a guest to present;
8. Guests to the CoW discussion table may participate in open discussion with the Committee until such time as they are dismissed from the table or discussion on that agenda item has concluded;
9. Minutes consisting of a record of discussion ideas, concepts and recommendations will be included in regular Board meeting agendas under 'Consent';
10. CoW recommendations (s) requiring formal decisions will be brought forward on an agenda of a regularly scheduled Regional District Board meeting as a report from CoW with recommendations(s);
11. CoW recommendations are not decisions of the Board and no actions can be taken on any recommendation until a formal Board resolution has been passed;
12. CoW recommendations are available for debate and subject to change by the Board at the time of formal consideration.