

THE CORPORATION OF THE  
**CITY OF WHITE ROCK**  
15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6



**POLICY TITLE:** **TERMS OF REFERENCE:**  
**INTERGOVERNMENTAL AFFAIRS**  
**COMMITTEE**

**POLICY NUMBER:** **COUNCIL - 154**

<i>Date of Council Adoption: June 11, 2018</i>	<i>Date of Last Amendment: January 28, 2019</i>
<i>Council Resolution Number: 2018-230</i>	
<i>Originating Department: Corporate Administration</i>	<i>Date last reviewed by the Governance and Legislation Committee: January 14, 2019</i>

The Intergovernmental Advisory Committee is a Standing Committee of Council. The Committee is established by the Mayor in accordance with the *Community Charter*.

### **Purpose**

The Intergovernmental Advisory Committee (“Committee”), assists City Council (“Council”) of the City of White Rock (“City”) in decision making processes in regard to policy and protocol with respect to senior governments, other municipalities, Sister Cities, Friendship Cities and First Nation (“Organizations”). The Committee shall assist Council by reviewing and recommending new policy and procedures in regard to Organizations.

### **Membership**

The Committee shall be comprised of all members of Council. The Committee shall have the right to form subcommittees as required. Subcommittees must provide recommendations to the Committee.

City staff to support the Committee will be the Chief Administrative Officer.

### **Chairperson**

The Committee Chairperson shall be the Mayor. If the Mayor is unavailable Deputy Mayor will Chair the meeting.

### **Term**

The Committee will be established for the remainder of the current Council term.

## **Meetings**

- a) There shall be a minimum of one (1) meeting held prior to the Union of British Columbia (UBCM) conference to deal with provincial matters.
- b) Additional meetings will be held at the call of the Chairperson or the Mayor. Should a Committee Member have an item for the Committee to review they will forward the request/information to the Chairperson.
- c) Quorum for meetings shall mean a majority of all of its Committee voting members.
- d) All meetings of the Committee are open to the public, unless closed to the public in accordance with the *Community Charter*. Minutes of the meetings shall be recorded and available to the public through the City's website or upon request.

## **Procedures**

Unless otherwise provided for in these terms of reference, the procedures of the Committee will be governed by the City's current Council and Committee Procedure Bylaw.