

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



POLICY TITLE: **TERMS OF REFERENCE:**
 GOVERNANCE AND LEGISLATION COMMITTEE

POLICY NUMBER: **COUNCIL - 142**

<i>Date of Council Adoption:</i>	<i>Date of Last Amendment: January 28, 2019</i>
<i>Council Resolution Number: 2009-380; 2013-342, 2015-214, 2019-044</i>	
<i>Originating Department: City Clerk's Office</i>	<i>Date last reviewed by the Governance and Legislation Committee: January 14, 2019</i>

The Governance and Legislative Committee is a Standing Committee of Council.
 The Committee is established by the Mayor in accordance with the *Community Charter*.

Purpose

The Governance and Legislation Committee (“Committee”), a Standing Committee, assists City Council (“Council”) in fulfilling its responsibilities relating to the legislation and governance practices in regard to operations of the City of White Rock (“City”). Responsibilities include the developing and reviewing of:

- City Council Governance practices;
- Council policies;
- Departmental policies;
- Procedural and other regulatory bylaws; and
- Amendment or review of existing bylaws as determined by the Chief Administrative Officer or referred by Council.

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.

Chair

The Committee Chairperson shall be appointed by the Mayor.

Term

The Committee will be established for the full term of Council.

Meetings

- a) Meetings will be held as the need arises at the call of the Chair.
- b) Quorum for meetings shall mean a majority of all of its Committee voting members.
- c) 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 upon request or through the City's website.

Procedures

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