



CITY OF
PRINCE GEORGE

Standing Committee on Intergovernmental Resolutions Terms of Reference

1. Type

The Intergovernmental Resolutions Committee is a standing committee of Council, established in accordance with Section 141 of the *Community Charter*.

2. Purpose

At Council's request or at Administration's request when response timelines are short:

- a. reviews proposed or enacted provincial and federal legislation and related provincial and federal policies or programs that are relevant to municipal government and initiatives of the North Central Local Government Association, Union of British Columbia Municipalities, and the Federation of Canadian Municipalities in areas not covered by other Standing or Select Committees of City Council; and
- b. makes recommendations for Council's consideration.

3. Mandate

- a. To develop resolutions on key issues that may be advanced by Council for consideration at the North Central Local Government Association, Union of BC Municipalities, and Federation of Canadian Municipalities conventions, or at other appropriate venues.
- b. To monitor the status and manage communication regarding resolutions that are advanced through the North Central Local Government Association, Union of BC Municipalities, and Federation of Canadian Municipalities.
- c. To make recommendations to Council on other matters referred to the Committee by Council.

4. Structure and Membership

The Intergovernmental Resolutions Committee will consist of three (3) members of Council, appointed by the Mayor. All Council members will be ex-officio members of the Committee.

5. Procedures

The Committee will conduct its proceedings in accordance with those established in the *City of Prince George Committees, Commissions and Boards Policies and Procedures Manual*.

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6. Decisions

Decisions will be made by consensus. Where consensus cannot be reached, decisions will be made by majority vote.

7. Reporting

In addition to the annual reporting requirement as established in the *City of Prince George Committees, Commissions and Boards Policies and Procedures Manual*, the Committee will report to Council in a timely manner on issues that have been referred to it by Council.

8. Meeting Schedule

The Committee will establish a regular schedule of meetings at its first meeting after the appointment of its members.

The Committee will meet a minimum of six (6) times annually; additional meetings may be scheduled by the Chair as required.