

Attachment 1 - Recommended changes to the 3Rs Working Group Terms of Reference

Member Rotation Schedule – Section 4 “Composition/Term of Membership”

The current wording describing the member rotation schedule in Section 4 of the 3RWG Terms of Reference is:

“Half of the initial members will be appointed for a three year term. The other half of the initial members will be appointed for a one year term to provide for a normal rotation of half the membership every two years. Replacement members will be appointed for a four year term.”

It is recommended that the paragraph above in the 3Rs Terms of Reference be deleted and replaced with the following:

“Members of the 3RWG shall be appointed for a three year term, with an opportunity for one renewal of three years. Members of the 3RWG who wish to renew for a second three year term may do so by providing written notification to the Chair no later than three months prior to the end of the first term. The Chair, jointly with the General Manager, Solid Waste Management Services, will submit this request to the Public Works and Infrastructure Committee at the earliest opportunity and prior to the expiration of the Member’s term for confirmation of the renewal.

Any request for renewal must contain reasons why the Member wishes renew their membership for a second term on the 3Rs Working Group and must outline their continued eligibility per Section 5 of the 3RWG Terms of Reference.

The term of the Initial Membership (section 15) will begin January 1, 2008. The term of any new member will begin the day they attend their first meeting of the full 3Rs Working Group.”

Nominating panel composition – Section 7 – “Appointment Process for the 3Rs Working Group”

The current wording in section 7 describing the establishment and Role of the Nominating Panel in the 3RWG Terms of Reference is as follows:

“When required, a Nominating Panel of three members will be established, comprised of: the Chair or Vice Chair of the Public Works and Infrastructure Committee; the General Manager or Director of Policy and Planning, Solid Waste Management Services; and the Chair or Vice Chair of the 3Rs Working Group to interview applicants and recommend new members and potential replacement members to City Council”.

It is recommended that the paragraph above in the 3Rs Terms of Reference be deleted and replaced with the following:

“When required, a Nominating Panel of three members will be established, comprised of: the Chair or Vice Chair of the Public Works and Infrastructure Committee or, at their request, any other member of the Public Works and Infrastructure Committee; the General Manager or Director of Policy and Planning, Solid Waste Management Services; and the Chair or Vice Chair of the 3Rs Working Group to interview applicants and recommend new members and potential replacement members to City Council”.

Attendance – Section 9

The current wording in Section 9 of the 3RWG Terms of Reference describing attendance is:

“Members will be deemed to have resigned if they miss 3 consecutive meetings or any three meetings within a 12 month period, extenuating circumstances notwithstanding. The 3Rs Working Group, with the agreement of the PW&I committee, may waive this requirement provided the member in question has provided a satisfactory, prior written notification of the expected absence to the Chair.”

It is recommended that the paragraph above in Section 9 of the 3Rs Terms of Reference be deleted and replaced with the following:

“Members will be deemed to have resigned if they miss 3 consecutive meetings or any three meetings within a 12 month period, extenuating circumstances notwithstanding. This requirement may be waived by the Public Works and Infrastructure Committee provided the member in question has provided a satisfactory, prior written notification of the expected absence to the Chair”.