

To: Electoral Area Services Committee

Date: 2025-05-15

From: Jaime Van Nes, Director of Legislative Services/Corporate Officer

Subject: Updates to the Electoral Area Advocacy Committee Terms of Reference

Reviewed by: Jennifer Kinneman, Chief Administrative Officer

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### RECOMMENDATION

**THAT** the Fraser Valley Regional District Board adopt the updated Electoral Area Advocacy Committee Terms of Reference.

### BACKGROUND

In October 2023, the Board established the Electoral Area Advocacy Committee for the purpose of recommending topics of advocacy at the Union of British Columbia Municipalities (UBCM) annual convention, as well as recommending topics for UBCM meeting requests as part of the UBCM annual convention. The adopted Terms of Reference for the Electoral Area Advocacy Committee set out membership as follows:

*Committee members will be appointed by the Chair of the Board and include five members, including the Board Chair and four electoral area directors. Quorum will be a majority of the members of the committee.*

As the Terms of Reference are silent on the methodology of determining the committee Chair, the default is for the FVRD Board Chair to automatically become committee Chair.

In January 2025, the EAAC directed staff to prepare a report providing options for determination of the committee Chair. In April 2025, the Electoral Area Advocacy Committee was provided with the following options for their consideration:

Option 1 - Status Quo: no changes to the Terms of Reference.

Option 2 - Automatic membership: the Electoral Area Services Committee Chair would automatically become the Chair of the Electoral Area Advocacy Committee.

Option 3 - Election among members: The committee would conduct an election to choose the committee Chair from amongst the committee membership.

## DISCUSSION

At the April 24, 2025 Board meeting, the Board directed staff to prepare updates to the EAAC Terms of Reference to provide that the Chair of the Electoral Area Services Committee shall be the Chair of the Electoral Area Advocacy Committee.

The attached draft Terms of Reference have been updated to include the below wording:

*The Chair of Electoral Area Advocacy Committee shall be the Electoral Area Services Committee Chair. If the Chair is not present, Electoral Area Advocacy Committee members shall elect a member to Chair the meeting from those Directors in attendance at the meeting.*

Should the Board choose to adopt the attached draft Terms of Reference, the Chair of the Electoral Area Services Committee will also serve as the Chair for the Electoral Area Advocacy Committee.

## COST

No costs associated with this report.

## CONCLUSION

At the April 2025 meeting, the Electoral Area Advocacy Committee considered three different options for determining their committee Chair. The option chosen was that the Chair of the Electoral Area Advocacy Committee shall be the Chair of the Electoral Area Advocacy Committee. Staff are bringing forward an update to the Electoral Area Advocacy Committee Terms of Reference to reflect the **Board's direction.**